



**EMPLOYMENT
OPPORTUNITIES**
WE ARE AN EQUAL
OPPORTUNITY EMPLOYER

CUPE 2745 MEMBERS

Permanent Position

Duties of Position: As per attached job description.

Essential and Desirable Qualifications: As per attached. Candidate must be capable of carrying out assigned duties and possess the ability to work as part of a team. Written and spoken competence in English is essential.

Location and Hours of Work:

District Administrative Support III

- **Office of the Superintendent – District Administrative Support III – Competition # 22-053**
Current Assignment is Administrative Support to Early Childhood Education (Talk with Me) – Subject to Change
One (1) Permanent Position– 7.25 hours per day – 36.25 hours per week – Monday to Friday 8:15am to 4:30pm – Effective June 1, 2022

Wage or Salary Rate:

\$1,676 - \$2,003 Bi-weekly/District Administrative Support III (as of March 1,2022)

Posting Date: May 20, 2022

Closing Date: May 27, 2022 @ 4:00pm

When applying for competitions you must include the following information:

- First and Last name
- Competition number
- Address
- Home and/or cell number
- Permanent or casual employee, if applicable
- Current work location, if applicable

Apply To: All Applications must be submitted through Apply to Education
Link can be found on ASD-N Human Resources for Apply to Education under posting