



SCHOOL DISTRICT NO. 78 (FRASER-CASCADE)

TEMPORARY

INTERNAL POSTING No. 18-032

UNION VACANCY NOTICE

June 18, 2018
Date of Distribution

TO: Construction, Maintenance and Allied Workers, Local 2423

Applications are invited for the following position as detailed below:

EFFECTIVE DATE: **September 4, 2018 to June 30, 2019**

DESCRIPTION: **School Secretary (Trades Program)
Fifteen (15) hours per week**

LOCATION: **Hope Secondary School**

HOURLY RATE: **\$ 23.60 per hour**

DEADLINE DATE: **June 21, 2018 at 2:00 p.m.
(Applications will not be considered after 2:00 p.m.)**

Major Duties/Qualifications: Classification Description at each location
Proficient in MS Office
Experience in website work
Minute taking experience
Experience in MyEducation BC an asset
Self-motivated/directed

Please direct all applications to: Secretary-Treasurer
School District No. 78 (Fraser-Cascade)
650 Kawkawa Lake Road
Hope, B.C.VOX 1L4
Fax (604-869-7400)
Phone (604-869-2411)
Email ashley.limb@sd78.bc.ca

PLEASE POST ON SCHOOL BULLETIN BOARD

Notation: Only the successful applicant will be contacted regarding postings