



SCHOOL DISTRICT 78
FRASER-CASCADE

EVERYONE PULLING TOGETHER

INTERNAL/EXTERNAL POSTING No. 23-077E-2
TEMPORARY

UNION VACANCY NOTICE

February 14, 2023
Date of Distribution

Applications are invited for the following position as detailed below:

EFFECTIVE DATE: **Immediately to July 7, 2023**

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

LOCATION: **Two Rivers Education Centre/Fraser-Cascade Open Learning**
(Physical location: Two Rivers Education Centre)

HOURLY RATE: **\$ 25.52**

DEADLINE DATE: **February 21, 2023 at 2:00 p.m.**
(Applications will not be considered after 2:00 p.m.)

Major Duties/Qualifications: Classification Description at each location
Computer experience required; experience with Word/Excel

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

PLEASE POST ON SCHOOL BULLETIN BOARD

INTERNAL APPLICANTS ARE GIVEN FIRST CONSIDERATION

All applicants not currently employed by this School District must sign a release to permit a criminal record review prior to confirmation of hiring