2020/2021 WORK STUDY PROGRAM

JOB POSTING

JOB TITLE: ATRS4 – Vikes Digital Content Assistant

EMPLOYEE GROUP: CUPE

DEPARTMENT NAME: Vikes Athletics and Recreation

CONTACT NAME: Marc Johns

JOB DESCRIPTION: Working with the Digital Coordinator and Marketing and Communications Officer to support the websites of Vikes Athletics and Recreation. Duties may include but are not limited to: content migration, web development (JavaScript, PHP, HTML, CSS), usability planning, web server administration (robots.txt, server-side scripts, domain management etc.) and more. Our web initiatives have a wide variety of tasks, so work will be assigned based on the strengths of the successful candidate.

QUALIFICATIONS:

- Javascript, server administration
- Knowledge of Craft CMS an asset, but not a requirement.
- Previous knowledge of other Content Management Systems (such as ExpressionEngine, Wordpress, and other PHP-based CMS) an asset.
- Commitment to service excellence
- Demonstrated ability to work as a member of a team, as well as work independently.
- Able to communicate clearly is key
- Good problem-solving abilities

JOB LOCATION ON-CAMPUS:

Remote work; on campus meetings may be necessary, but Zoom or Skype calls will be used when possible.

WORK STUDY WAGE: $15.50 (includes 4% vacation pay)

HOURS AVAILABLE: 200

HOW TO APPLY:

In person with resume, cover letter and work study authorization hours to Marc Johns marcjohns@uvic.ca

APPLICANTS MUST BE ELIGIBLE TO PARTICIPATE IN THE WORK STUDY PROGRAM
For details go to: http://www.uvic.ca/registrar/safa/work-study/index.php