JOB TITLE: ENVI2 - Ethnoecology Programs Libraries Assistant

DEPARTMENT NAME: School of Environmental Studies

CONTACT NAME: Trevor Lantz

JOB DESCRIPTION:

The position involves maintaining the Ethnoecology Programs library collection in the A-wing of the David Turpin Building. The holdings need to be better organized and catalogued in an electronic database/Excel. The Assistant will also be responsible for signing out and receiving returned items as required.

QUALIFICATIONS:

Credit in Environmental Studies courses, 3rd year standing, good communications and organizational skills, able to work independently, interest in environmental restoration and ethnoecology. Experience with Access database and Excel an asset.

JOB LOCATION ON-CAMPUS: David Turpin Building Rm A132

WORK STUDY WAGE: $14.50/hour (includes 4% vacation pay)

DEPARTMENT TOP UP: $5.00

HOURS AVAILABLE: 100

HOW TO APPLY: Send cover letter and résumé to Trevor Lantz tlantz@uvic.ca.

Applicants must be eligible for Work Study Program
For details go to: http://www.uvic.ca/registrar/safa/work-study/index.php