JOB TITLE: ENVI3 - Restoration of Natural Systems Library Assistant

DEPARTMENT NAME: School of Environmental Studies

CONTACT NAME: Eric Higgs

JOB DESCRIPTION:

The position involves maintaining the Restoration of Natural Systems 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. Start date for this position is in January 2020.

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 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 Eric Higgs ehiggs@uvic.ca.

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