



## PINE CREEK SCHOOL DIVISION

### Employment Opportunity – Casual

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<b>Positions:</b>	Educational Assistant, Custodian, Library Clerk, Admin Assistant, Substitute Teacher
<b>Schools:</b>	All Schools in Pine Creek School Division
<b>Assignment:</b>	Work on an as needed basis covering for staff that is away from their position

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Pine Creek School Division is looking for casual employees. If you have the following credentials and/or have an interest in working in a School Setting this is an opportunity for you!

Skills and Abilities (preferred):

- Ability to work with students individually and in small groups within or outside of the classroom setting.
- Work collaboratively and cooperatively with staff to support student programming
- Ability to communicate effectively with students and staff
- Ability to support academic needs
- Demonstrated proficiency in the use of technology
- Understanding of culturally appropriate programming

First Aid, Child CPR and Non-Violent Crisis Intervention training are an asset.

Salary and benefits are as per local CUPE 3344 Collective Agreement, which can be located on the Division's website.

Any questions should be directed to the Division Office at 204-385-2216

Interested candidates are to submit a cover letter and resume, along with three (3) references that we have permission to contact to:

Human Resources  
Pine Creek School Division  
Email: [hr@pinecreeksd.mb.ca](mailto:hr@pinecreeksd.mb.ca)

**Note:** We thank all applicants for their interest. However, only those selected for an interview will be contacted.

All persons hired by Pine Creek School Division are subject to the completion of satisfactory Child Abuse Registry and Criminal Records Checks conducted at the cost of the prospective employee.