

Educational Assistant Electrical Engineering Technologies

Full-Time Position Available (September 2017 up to December 2017) with possibility of an extension

Applicants are to clearly demonstrate how they satisfy the selection criteria in their written submissions and must identify the competition number they are applying for in the subject line of the email

An eligibility list may be created for similar casual, part-time, full-time, and term positions

Red River College is a leader in applied learning and innovation. Our talented team of employees is passionate about education, innovation and student success. We offer competitive salaries, extensive benefits, and the opportunity for personal and professional growth in a rewarding career.

Duties:

Reporting directly to the Chair of the Electrical Engineering Technology Department, the Educational Assistant will provide support to the Electrical, Electronics and Instrumentation labs. The duties of the Educational Assistant will include assisting core area instructors and providing equipment maintenance. Primary responsibilities include:

- Organizing the labs
- Regular maintenance of lab equipment (includes oscilloscopes, power supplies, function generators, etc.)
- Providing support to instructors in the preparation of labs
- Purchasing electronic/electrical/mechanical components and equipment
- Assisting instructors in the delivery of labs and classes and invigilating exams

Required Qualifications:

- Diploma in Instrumentation Engineering Technology, an equivalent combination of education and experience may be considered
- Holds a limited M license
- Experience with workshop and hand tools
- Experience calibrating electronic measurement devices and equipment
- Experience in repairing maintaining and adjusting instrumentation system components
- Demonstrated experience soldering electronic devices
- Knowledge of and experience using MS Office applications
- Excellent interpersonal skills
- Excellent organizational and critical thinking skills
- Excellent verbal and written communication skills
- Ability and experience working independently and with various teams
- Values Diversity, Equity, and Inclusion
- Commitment to lifelong learning

Assets:

- Experience in drafting and simulation software

Conditions of Employment:

- Applicants must be legally entitled to work in Canada

We seek diversity in our workplace. Aboriginal persons, women, visible minorities and individuals with disabilities are encouraged to apply.

Competition Number: 2017-106
Closing Date: August 22, 2017
Salary Range: \$46,942 - \$64,210 per annum

Apply to Red River College by email: humanresources@rrc.ca

We thank all applicants for their interest, but only those selected for an interview will be contacted. Red River College provides accommodations to applicants with disabilities throughout the hiring process. If an applicant requires accommodation during the application or selection process, Human Resource Services will work with the applicant to meet the accommodation needs.

For more information and other employment opportunities, visit blogs.rrc.ca/hr

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