

## Educational Assistant

### Transportation Heavy Apprenticeship Trades

Full-Time Position Available (October 1, 2018 up to June 28, 2019) 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

This competition may be used to establish a 12 month eligibility list of qualified candidates for future vacancies.

*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:

This position reports directly to the Chair of the Transportation Heavy Apprenticeship Trades Department. The successful candidate will provide equipment maintenance, general guidance and technical assistance to students in the Automotive, Heavy Duty and Outdoor Power Equipment Labs/Shops. The incumbent will also set up equipment before classes begin, and remove and store equipment after classes. He/she will maintain an inventory of equipment and materials/supplies. Will be required to maintain Health & Safety policies and procedures throughout the areas.

#### Required Qualifications:

- A valid journeyperson's certificate in any of the following trades: Automotive, Heavy Duty, Outdoor Power Equipment and experience working within the trade. An Equivalent combination of education and experience may be considered
- Extensive and relevant experience working within the trades
- Effective leadership and conflict resolution skills
- Excellent interpersonal communication skills
- Strong organizational skills
- Excellent verbal and written communication skills
- Ability to work independently with minimum supervision
- Excellent time management skills with the ability to prioritize and multi-task
- Values Diversity, Equity, and Inclusion
- Commitment to lifelong learning
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#### Assets:

- Post -secondary teaching experience in apprenticeable trades
- Experience in Microsoft Suite programs
- Experience working with a diverse group of students
- Valid drivers license

#### Conditions of Employment:

- Applicants must be legally entitled to work in Canada
- This position may be required to work evenings and/or weekends

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

Competition Number: 2018-127  
Closing Date: August 14, 2018  
Salary Range: \$42,668 - \$58,366 per annum

Apply to Red River College by email: [humanresources@rrc.ca](mailto: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 interview process, Human Resource Services will work with the applicant to meet accommodation needs.

For more information and other employment opportunities, visit [blogs.rrc.ca/hr](http://blogs.rrc.ca/hr)  
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