



**ENVIRONMENTAL RESOURCES ASSISTANT
RECYCLING AND WASTE MANAGEMENT DIVISION
(SUMMER STUDENT - TEMPORARY POSITION)**

Position: A temporary Environmental Resources Assistant summer student position is available for summer 2015 in the Recycling and Waste Management Division at the Cowichan Valley Regional District (CVRD). Reporting to the Manager, Recycling and Waste Management, this position assists Division staff with: developing and implementing solid waste management bylaws and waste diversion programs; providing support for expansion of and increased participation in curbside collection programs; and, researching short-term and long-term waste disposal options, as well as air quality initiatives, and related environmental sampling, monitoring and data compilation for the CVRD.

Qualifications: Preferred candidates will be enrolled in an Environmental Studies or related technical program, and have demonstrated interest, involvement or experience in environmental initiatives. Sound working knowledge and experience with Microsoft Office is required. A valid Class 5 BC drivers' license, First Aid Level I with CPR Certificate as well as a satisfactory Criminal Record Check and driver's abstract are required. The successful candidate possesses: the ability to communicate effectively both verbally and writing; effective interpersonal skills including working well with customers and the general public; the ability to multi-task and work independently with minimal supervision; and, proficiency with Microsoft Office.

To qualify for this position candidates must be a student currently attending a community college or university and planning to return to school in the fall.

Hours of Work: This position is available for a period of 17 weeks commencing on May 4, 2015 and continuing until August 28, 2015, subject to funding. Hours of work are 35 hours per week, Monday to Friday.

Salary: This temporary position is unionized (CUPE Local 358), and is compensated at \$20.02 per hour (2015 rate). Additionally, this position will receive 14% in lieu of benefits, statutory holidays and vacation, bringing the compensation to \$22.82 per hour.

Applications: Qualified applicants are invited to submit a letter of application and resume, in confidence, clearly quoting **Competition SSRWM15007-E by 4:30 p.m. on January 16, 2015** to the Human Resources Division at hr@cvrld.bc.ca in MS Word or pdf format, or to 175 Ingram Street, DUNCAN BC V9L 1N8, or by fax to 250-746-2522. Driver's abstracts are free from ICBC. If you would like to include your driver's abstract as part of your application package, call ICBC at **Victoria: 250-978-8300 (elsewhere in B.C.: 1-800-950-1498)** and have your driver's license number ready when you call. Visit the ICBC website for more information at: <http://www.icbc.com/driver-licensing/driving-record#>