

## Job Posting: Posting Detail

**Posting:** S19090      **Description:** Finance Assistant  
**Start Date:** 27-Jan-2020      **End Date:**  
**Closing Date:** 18-Dec-2019

Position	Location	Category	Assignment Type	Hours	Rate of Pay
Finance Assistant	<a href="#">Finance Department</a>	Associate Secretary Treasurer	Continuing	35.0000	27.8500

**HOURS:** 35 per week on a 12 month basis.

**WAGE RATE:** Level 12, as per Classification and Wage Schedule of the current Collective Agreement.

**HOURS OF WORK:** To be arranged with Supervisor.

**PROBATION/TRIAL PERIOD:** Where applicable, there will be three month probation/trial period.

**APPLICANTS - PLEASE NOTE: It is YOUR responsibility to:**

- Include with your application form all relevant information that you wish to be considered (e.g. resume, letters of reference, current proof of keyboarding skills, etc.)
- Ensure you have received your confirmation email and number
  - Testing may be required in order to determine that an applicant meets the posted qualifications
  - Only applicants appointed will be individually notified of posting results
  - The name of the successful applicant will be published on the job Posting Results notice
  - This is an internal posting available to members of CUPE Local 606

**PROBATIONARY/TRAIL PERIOD: When applicable, there will be a three (3) month probationary/trial period.**