****  **“INTERNAL POSTING ONLY”**

 **PLEASE POST**

 **KELSEY SCHOOL DIVISION**

**INVITES APPLICATIONS**

**FOR THE FOLLOWING**

**EDUCATION ASSISTANT POSITION**

**One PERMANENT Position (3.25 hours per day)**

**-Currently at Mary Duncan School**

**-Effective Immediately**

**QUALIFICATIONS:** - Grade XII Diploma

 - Valid Driver’s License and Access to a Vehicle an asset

 - Valid First Aid Certificate an asset

 - Educational Assistant Certificate an asset

**SKILLS:**  **-** Ability to work with all ages of

 children with behavioral disorders and/or physical challenges

 - Ability to work independently but in a

 collaborative team environment

 - Excellent verbal and writing skills

**OTHER:** - Duties may include personal hygiene and supervision

 of special needs student on school bus

**SALARY:** - As per the CUPE Agreement

**PLEASE SUBMIT APPLICATIONS TO:**

 Angie Quiring, Payroll & Benefits Administrator/

 Human Resources

 Email: hr.ksd@ksd.mb.ca

 Kelsey School Division Administration Office

 P.O. Box 4700

 322 Edwards Avenue

 The Pas, MB R9A lR4

Closing date for applications:  **October 4, 2022 at 4:00pm**