

## **Departmental Assistant (Fall 2024-Winter 2025)**

**The Department of French is seeking applications for one GSTA – Departmental Assistant for the Fall 2024 and Winter 2025 term.**

This is a contract of approximately 84 hours per term, 6 hours per week (two half-days a week with the schedule to be negotiated). The salary rate is \$29.12/hour.

### **The position requirements:**

- Assist faculty with special projects
- Have a good grasp of the French language (oral and written)
- Have excellent interpersonal skills
- Be organized, punctual and dependent
- Be present in the departmental office to direct student and faculty inquires as needed.

Please note that these positions are covered by a Collective Agreement negotiated between PSAC (on behalf of the UGSW) and UNB. Article 13.08 stipulates that positions be assigned in this order of precedence, for students within the regular funding period:

- Masters students receiving less than \$17,500 in funding;
- Masters students receiving more than \$17,500 in funding

The University of New Brunswick and Public Service Alliance of Canada are committed to Employment Equity.

The candidates must also meet requirements established by the Canada Employment and Immigration Commission.

**If you are interested, please submit your application to the Department of French (french@unb.ca) September 6, 2024 . Your submission should include your CV.**