



Laboratory Assistant

St. Paul's High School



Position Summary (0.67 FTE): Develop, prepare, and facilitate science laboratory activities to support student learning in General Science, Chemistry, Biology, and Physics. Provide support to science teachers and the Science Lab Program at St. Paul's High School. Maintain laboratory spaces and science equipment.

Primary Responsibilities:

- ▶ Lab preparation and cleanup.
- ▶ Maintenance of lab equipment and materials.
- ▶ Ordering, labeling, and inventory management of chemicals and science equipment.
- ▶ WHMIS (Workplace Hazardous Materials Information System) maintenance.
- ▶ Assisting teachers and students with the operation of science labs.

Qualifications:

- ▶ Post-secondary coursework related to working safely with chemicals, preparing and facilitating science laboratory activities, and maintaining chemicals and laboratory equipment.
- ▶ Experience working in schools and laboratory settings is preferred.
- ▶ Strong verbal and written communication skills for working with both students and teachers.
- ▶ Knowledge of WHMIS, including safe work procedures.
- ▶ Interest in and capacity for involvement in school extra-curricular activities.
- ▶ Strong religious conviction and practice.
- ▶ A philosophy aligned with the Catholic Jesuit tradition.

Applicants may request reasonable accommodations related to materials or activities used throughout the selection process. When applying for this position, please indicate the position title in the subject line of your email. Your cover letter, résumé, and/or application must clearly demonstrate how you meet the qualifications for the posted position.

To apply, submit a cover letter and résumé to: apply@stpauls.mb.ca

Applications will be accepted until the position is filled.

Contract Start Date: As soon as possible.

Salary: Commensurate with qualifications and market value.

Only candidates selected for an interview will be contacted.

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