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| **Title of Position** | Lab Assistant |
| **Department** | CAWT |

**Primary Job Duties**

**Inventory No. / Job Task Details**

3.10 Assist staff in monitoring and assessing various experiments and other research activities

4.02 Attend and participate in meetings as required

5.00 Assist with routine maintenance and cleaning tasks as required

**Qualifications**

* Current student of Fleming College
* Good verbal and written communication skills
* Good proficiency with Microsoft Office Suite (Word, Excel, Visio, PowerPoint)
* Good organizational skills, with the ability to multi-task
* Ability to follow verbal and written instructions, seeking advice from manager/leader as required
* Ability to communicate effectively and function as a team player
* Demonstrated attention to detail