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| **Title of Position** | Interior Greening |
| **Department** | School of Environmental and Natural Resource Sciences |

**Primary Job Duties**

**Inventory No. / Job Task Details**

1.08 Collect, compile, record and/or consolidate data/information (ie. statistical purposes)

4.02 Attend and participate in meetings as required

4.10 Monitor and record observations and details of work in daily log providing information and data collected

5.00 Assist with routine maintenance and cleaning tasks as required

6.00 Perform basic care and maintenance for interior plants

6.01 Propagate living interior plants

6.02 Maintain composting and/or vermicomposting system

10.00 Other duties as required

**Qualifications**

* Current student of Fleming College
* Good human relations and interpersonal skills
* Prior experience in a customer service environment
* 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
* Ability to lift and move items that can weigh up to 30lbs