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| **Title of Position** | Lab Assistant, Fish & Wildlife |
| **Department** | School of Environment & Natural Resources |

**Primary Job Duties**

**Inventory No. / Job Task Details**

1.09 Assist with inventory tracking and monitoring (i.e. equipment and supplies)

3.05 Assist with the collection, organization and logging of specimens and data

3.07 Assist with field observations and/or assessments

5.00 Assist with routine maintenance and cleaning tasks as required

5.02 Manual labour requiring the use of basic tools and equipment and lifting up to 30Ibs

5.11 Organizing resources in outer buildings

10.01 Occasional Saturday and evening shifts may be scheduled as required

**Qualifications**

* Current student of Fleming College
* Good verbal and written communication skills
* 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
* Ability to lift and move items that can weigh up to 30lbs
* Capacity to work independently (remote work)
* Ability to work in adverse conditions such as cold, wet, heat