



## Stó:lō Service Agency – Human Resource Office

Bldg. # 5A - 7201, Vedder Road, Chilliwack, B.C., Canada, V2R, 4G5

Tel. (604) 858-3366

Fax. (604) 824-5342

April 23, 2019

### NURSING ASSISTANT - SUMMER EMPLOYMENT PLACEMENT (INTERNAL)

Stó:lō Service Agency, requires the services of a qualified **Nursing Assistant – Summer Employment Placement** to fill a vacancy with the **Health Services Department**.

The **Nursing Assistant** is required to work independently and as part of a multidisciplinary team to provide community health nursing services to meet the holistic health needs of Stó:lō First Nations' people. The Nursing Assistant is administratively and professionally accountable to the Community Health Nurses. The student will learn on the job the many duties within an administrative support services and will be introduced to various functional tasks as described below.

This position reports to the Nursing Supervisor. The successful candidate will work out of the Central (Chilliwack) office. Some travel may be required for this position.

#### QUALIFICATIONS/REQUIREMENTS:

- High school graduation (Grade 12), and/or enrolled courses in Nursing school and/or Health Care Aide Training is the minimum requirement for the fall semester 2019. **Proof of enrollment will be required**
- Ability to operate a computer (MS OFFICE-WORD, EXCEL, POWERPOINT), a FAX machine and other office equipment.
- Ability for being organized with excellent planning, coordination, monitoring and evaluation skills and have good recording system and working independently with minimum supervision and in a team environment.
- Excellent verbal and written communication skills and proven ability to establish rapport with people of all educational and occupational backgrounds.
- **Successful candidates will be required to provide the following if screened in for an interview:**
  - Proof of education documentation

#### WAGE:

\$16.00 per hour

#### TYPE OF POSITION:

Summer Student position from early June to the end of August 2019

**APPLICATIONS DEADLINE:**

**4:00 pm, Friday, May 17<sup>th</sup>, 2019**

Candidates will be screened according to the qualifications/requirements. **Interested candidates are required to submit a resume and covering letter.** Please include position title on subject line. Send to:

Sto:lo Nation Personnel Department  
Bldg. #5A, Floor #2 – 7201 Vedder Road  
Chilliwack, BC V2R 4G5  
Email: [jobs@stolonation.bc.ca](mailto:jobs@stolonation.bc.ca)  
Fax: (604) 824-5342

For more information about this and other employment opportunities, visit [www.stolonation.bc.ca](http://www.stolonation.bc.ca)

*We regret that we will only respond to those applicants chosen for an interview. We thank all applicants for their interest.*