



SOUTH NATION
CONSERVATION
DE LA NATION SUD



Tel: (613) 984-2948 • Fax: (613) 984-2872 • Toll Free: 1-877-984-2948 • 38 rue Victoria Street, Finch, ON K0C 1K0 • www.nation.on.ca

Resources Planning Assistant (1 Position)

Employment Period: Summer 2010
Compensation: to Be Determined
35 Hour Week

Reporting to the Environmental Planner, this position is responsible for providing support to the Planning and Engineering Department. This position will work out of the South Nation Conservation office in Finch Ontario, situated in a rural area with no local transportation.

GENERAL ELIGIBILITY REQUIREMENTS:

- Post secondary education in an environmental, water resources or related field
- Knowledge of hydrology, hydrogeology and physical geography
- Strong communication skills (both oral and written)
- Bilingual in French and English is an asset
- Valid Ontario Class "G" driver's license

SUMMARY OF MAJOR TASKS:

Under the supervision of the Environmental Planner, the incumbent is responsible for:

- Assist with the review of planning applications
- Assist with site visits
- Assist with coordination of watershed projects
- Field equipment installation, monitoring and sampling
- Administrative duties

All duties must be performed in accordance with SNC Safety Policy and Procedures, as well as the Occupational Health and Safety Act and Regulations.

Forward Resumes by April 1st, 2010 to: nfarrell@nation.on.ca

Nathan Farrell

38 Victoria St, Finch ON, K0C 1K0

e-mail: nfarrell@nation.on.ca

Please quote "**Resources Planning Assistant**" in the subject line. Resumes submitted via e-mail must be in Word or pdf formats. Thank you for your interest in South Nation Conservation; however only those candidates selected for an interview will be contacted.