

Liste des postes vacants - Support adm. Secteur General

List of Vacant Positions - Admin Support General Sector

**Should you be interested in a position listed below, please communicate with Nathalie Rollin, Assistant Director, Human Resources at nrollin@swlauriersb.qc.ca
PLEASE ATTACH YOUR CV AND SUPPORTING DOCUMENTS**

Classification	École - School	Heures par semaine - Hours per week / Schedule	Schedule	Contact information
Office Agent Cl. II	158 - Laurentia Elementary School	15	Mon. to Fri.: 9:00 am - 12:00 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
Office Agent Cl. II	170 - Genesis Elementary School	15	Mon. to Fri.: 9:00 am - 12:00 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
Office Agent Cl. II	401 - Pont Viau	30 (Special Project)	Mon. to Fri.: 4:00 pm to 10:00 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
Secretary	157 - Joliette Elementary School	10	Mon. to Fri.: 9:00 am - 11:00 am	Nathalie Rollin nrollin@swlauriersb.qc.ca
Secretary	159 - Laurentian Elementary School	10	Mon. to Fri.: 9:00 am - 11:00 am	Nathalie Rollin nrollin@swlauriersb.qc.ca
Secretary	162 - Morin Heights Elementary School	10	Tue. / Fri.: 10:30 am - 3:30 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
Secretary	170 - Genesis Elementary	10	Mon. to Fri.: 11:00 am - 1:00 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
Secretary	303 - CDC Lachute	14	Tue. / Thu.: 8:00 am - 4:00 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca

Classification	École - School	Heures par semaine - Hours per week / Schedule	Schedule	Contact information
Secretary	184 - Laurentian Regional High School	17h30	Mon. to Fri.: 12:30 am - 4:00 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
School Secretary	151 - Arundel Elementary School	35	Mon. to Fri.: 8:00 am - 4:00 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
School Secretary	153 - Grenville Elementary School	35	Mon. to Fri.: 7:30 am - 3:20 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
School Secretary	186 - Phoenix Alternative High School	7 (Replacement)	Friday: 8:00 am - 3:30 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
Data Process. Oper. Cl. I	213 - Information Resources Department	35 (Replacement)	Mon. to Fri.: 8:00 am - 4:00 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
Data Process. Oper. Cl. I	213 - Information Resources Department	7 (Replacement)	variable schedule	Nathalie Rollin nrollin@swlauriersb.qc.ca
Documentation Technician	181 - Joliette High School	15	Mon. to Fri.: 10:30 am - 1:30 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
Documentation Technician	172 / 189 - Ste Agathe Academy E.S. & H.S	15	Tue./Wed./Thu.: 10:15 am - 4:00 pm SPLIT BETWEEN H.S. and E.S.	Nathalie Rollin nrollin@swlauriersb.qc.ca
Documentation Technician	184 - Laurentian Regional High School	30	Mon. to Fri.: 8:30 am - 3:30 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
Documentation Technician	190 - Laval Senior Academy High School	35	TBD	Nathalie Rollin nrollin@swlauriersb.qc.ca
Laboratory Technician	189 - Ste Agathe Academy High School	32	Mon. to Fri.: 9:15 am - 3:35 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
Recreational Activ. Technician	191 - Mountainview	7h30	Mon. to Fri.: 3:00 pm - 4:30 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
Recreational Activ. Technician	172 / 189 - Ste Agathe Academy E.S. & H.S	15	Mon. to Fri.: 12:00 pm - 3:00 pm SPLIT BETWEEN H.S. and E.S. / (Lunch time activities)	Nathalie Rollin nrollin@swlauriersb.qc.ca

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Recreational Activity Technician	184 - Laurentian Regional High School	30	Mon. to Fri.: 9:00 am - 4:00 pm (schedule is variable and requires regular availability between 3:30 p.m. and 5:00 p.m. on most weekdays, as well as flexibility to work evenings and weekends)	Nathalie Rollin nrollin@swlauriersb.qc.ca
Student Supervision HS	186 - Phoenix Alternative High School	10	Mon. to Fri.: 12:30 pm - 1:15 pm / 2:00 pm - 3:15 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
Student Supervision HS	188 - Laval Junior Academy High School	15	Mon. to Fri.: 12:00 pm - 3:00 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
Daycare Tech	163 - Mountainview Elementary School	35	Mon. to Fri.: 7:30 am - 10:30 am / 12:15 pm - 1:15 pm / 2:00 pm - 5:00 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
School Secretary	149 - Heritage ES	35	Mon. to Fri.: 8:30 am - 4:30 pm Approx.	Nathalie Rollin nrollin@swlauriersb.qc.ca
School Secretary	159- Laurentian ES	35	Mon. to Fri.: 7:30 am - 3:30 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
Admin Tech	401- CDC Pont Viau	35	Mon. to Fri.: 8:00 am - 4:00 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
School Secretary	161 - McCaig Elementary School	35 (Replacement)	Mon. to Fri.: 8:00 am - 4:00 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
School Secretary	171 - Ste Adele	35	Mon. to Fri.: 7:30 am - 3:30 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
Data Process. Oper. Cl. I	213 - Information Resources Department	35	Mon. to Fri.: 8:00 am - 4:00 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
Data Process. Oper. Cl. I	213 - Information Resources Department	35	Mon. to Fri.: 8:00 am - 4:00 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
Secretary	177 - PETES	17.5	Mon. to Fri.: 9:00 am - 12:30 pm	Nathalie Rollin nrollin@swlauriersb.qc.ca
Secretary	166 -Souvenir ES	17.5	Mon. to Fri.: 7:15 am - 10:45 am	Nathalie Rollin nrollin@swlauriersb.qc.ca

Classification	École - School	Heures par semaine - Hours per week / Schedule	Schedule	Contact information
Office Agent Class II	187 - Rosemere HS	13h30	TBD	Nathalie Rollin nrollin@swlauriersb.qc.ca
Student Supervision	187 - Rosemere HS	14h (Replacement)	TBD	Nathalie Rollin nrollin@swlauriersb.qc.ca