

We are currently looking for applicants for the

CMC Ouje-Bougoumou

For more information, you can Phone: 514-861-5955 Fax: 514-989-7495

With your application and resume, please make sure to **specify the job title** on which you wish to apply and send it to:

jobs.reg18@ssss.gouv.qc.ca

You can also give your resume to the clinic.

Hourly Salary:

Adm. Officer cl 3: \$20.20 to \$21.55 Medical secretary: \$20.76 to \$23.22 Adm. Technician: \$22.23 to \$29.05 Attendant in northern institution:

\$20.55 to \$22.35

Dental technical assistant: \$20.20

to \$21.55 Cook: \$24.76

Housekeeping attendant: \$19.69

Driver: \$21.44

Rehabilitation assistant: \$20.98 to

\$24.22

Education instructor: \$20.76 to

\$23.22 CHR: \$20.98 to \$24.22 Community worker: \$23.12 to

\$33.61

We thank all candidates who apply, however only those selected for an interview will be contacted.

Posting date: February 4, 2021 -March 4, 2021

RECALL LIST POSSIBILITIES

- Administrative officer class 2 and 3
 - Medical secretary
 - Administrative technician
 - Attendant in northern institution
 - Dental technical assistant
 - Cook
 - Housekeeping attendant
 - Driver
 - Rehabilitation assistant
 - Education instructor
- Community health representative
 - Community worker

REQUIREMENTS

EDUCATIONAL REQUIREMENTS

- High School Diploma for all
- Collegial degree in administration or appropriate discipline for the administrative technician job title
- Collegial degree in social work technique or appropriate discipline for the community worker job title

EXPERIENCE REQUIREMENTS

One (1) year of relevant experience;

KNOWLEDGE AND ABILITIES

- Team work abilities:
- Autonomous, flexible and punctual;
- Practical, proactive and attentive to detail;
- Excellent communication skills.

LANGUAGE:

- Fluent in English for all
- Also fluent in Cree for the Attendant in northern institution;
- Fluency in Cree and French is an asset for the remaining.