



Student Positions Applicant Information and Instructions

Students interested in applying for positions must review the applicant information and follow the instructions provided below.

Eligibility Requirements:

- Must be a full-time student (secondary school, college, or university) during the current academic year and returning full-time the next semester.
- Legally able to work within Canada.
- At least 16 years of age as of April 1 of the employment year.
- Apply online only through our website, leamington.ca/careers
- Apply for **each desired position** before the deadline (late applications will not be considered).

Note: New and returning students must apply online to be eligible.

Application Requirements:

- Proof of enrolment for the current school year (issued by the registrar or school office) is mandatory and must be attached to your application. Class schedules or payment receipts will not be accepted and may result in disqualification.
- Availability for evening and weekend shifts is required.

Upon Hire:

- A satisfactory police clearance (dated within 30 days of hire) is required.
- A satisfactory driver's abstract (driving record) may be required.
- If applicable, students must supply CSA-approved (Green Patch) safety footwear.
- Appropriate work clothing must meet departmental standards.
- Personal Protective Equipment (PPE) provided by the Corporation must be used as required.
- Mandatory online health and safety training must be completed before starting work.

Please continue to the next page for Job Posting.



Career Opportunity – Internal/External Posting

Pollution Control Centre Laboratory Assistant/ General Labourer (Student) Infrastructure Services

Position Summary:

Reporting to the Laboratory Technician and/or PCC Supervisor, the Pollution Control Centre Laboratory Assistant / General Labourer will be responsible for working in a lab environment and for completing grounds work.

Key Responsibilities:

- Lab Assistant duties include but are not limited to the following:
 - Daily lab analysis of wastewater samples.
 - Collection of water samples, including sampling at off-site locations for sewer by-law compliance.
 - Monitor septage haulers.
 - Data entry, filling out paperwork and shipping samples.
- General Labourer duties include but are not limited to the following:
 - Cutting grass, weed whipping, and maintaining landscaping.
 - Painting and duties to support staff.
- Comply with the Occupational Health and Safety Act, applicable regulations, and the Municipality of Leamington's Health and Safety Program.
- Other duties as assigned.

Qualifications, Knowledge and Skills:

- Must be a post-secondary student, working toward a degree/diploma in Environmental Technology, Environmental Science, Chemistry, or a related field.
- Must have strong written and verbal communication skills.
- Must have good organizational, interpersonal skills, and analytical skills.
- Must have problem-solving skills.
- General chemistry knowledge e.g. pipetting, titrating, and making of stock solutions. The use of a pH meter, mettle balance, and spectrophotometer is considered an asset.
- Computer proficient with Microsoft Office programs and other related computer applications.
- Must possess a valid Ontario Class G2 or G driver's licence.
- Laboratory experience would be an asset.
- Must obtain a satisfactory police clearance upon hire.

Hours of Work and Working Conditions:

35 hours per week (Monday-Friday).

Employee Group:

Student, non-union.

Wage Rate:

\$23.67 per hour (2025 Rates).

Closing Date:

Applications must be received by 11:59 PM, Sunday, February 9, 2025.

How to Apply:

Interested candidates must apply online through our website: leamington.ca/careers

We thank all applicants; however, only those selected for an interview will be contacted. Selected applicants will be subject to an interview process and skills testing to determine eligibility.

We are pleased to accommodate any individual needs under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. If you require accommodation throughout the hiring process, please contact Human Resources at 519-326-5761 ext. 1112 to make your needs known in advance.

Personal information on this form is collected under the authority of the Municipal Act, 2001, R.S.O. c45 and will be used to determine eligibility for employment. Questions about the collection of this information can be directed to the Manager of Legislative Services/Clerk, Municipality of Leamington, 111 Erie Street North, Leamington, Ontario, N8H 2Z9, Telephone: 519-326-5761