Invigilation mid-term exam

Position posting

"McGill University is Committed to Equity in Employment"

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<th>Date of Posting: September 13th 2017</th>
<th>Hiring Unit &amp; Address: Pharmacology</th>
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<td>McIntyre Building room 1325</td>
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Application Deadline Date: September 21 2017

Course Title: Introduction to Pharmacology 1
Course Number: PHAR 200

Instructor: Dr. Barbara Hales and Dr. Anne McKinney

Hours of work: (per term) 2 hours
Number of invigilators: 1 position

Dates of Appointment: October 20th 2017
Starting time: 14:00 Ending time: 16:00
(Exam time; from 2:30 – 3:30)

Hourly rate: $12.70
Total salary: $25.40 plus 4% vacation

Required Duties: Candidates will receive instruction and training following which they will set up the examination, verify and collect student ID cards, invigilate the exam, give back McGill ID to students, collect and count examinations.

Qualifications Required: Capabilities include proficiency in English and ability to follow instructions and work quickly in a stressful environment. The ideal candidate is a graduate student in Pharmacology who has previously experienced invigilation and who has taken PHAR301.

Language Requirements (if relevant): English spoken

Dept. Authorization: [Signature]
Date: Sept. 13th 2017

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NOTE: All applicants must apply in writing, within five (5) calendar days following posting, using the application form provided by the Hiring Unit through its WEBSITE or available on the bulletin board located on the 13th floor of the McIntyre Building beside the General Office, room 1325

An Employee working in a different position than the one covered by the Invigilation Collective Agreement must inform their supervisor in writing, on the application form of any other assignments presently held at the University.