

EMPLOYMENT OPPORTUNITY



Commission scolaire English-Montréal

English Montreal School Board



LUNCH MONITOR

Place of Work:	Westmount Park Elementary School
Status:	11.90% - 10 months
Salary Rate:	\$25.42 to \$27.65
Start Date:	Determined by the Board
Schedule:	11:25 AM – 12:15 PM- Monday to Friday
Immediate Superior:	Principal

Nature of the Work

The principal and customary work of an employee in this class of employment consists in ensuring that students adhere to the school policy on discipline.

Requirements and Qualifications

- Hold a Secondary School Diploma or a diploma or an attestation of studies recognized as equivalent by the competent authority and have one (1) year of pertinent experience in those areas requiring self-discipline, general concepts in psychology and human relations skills.
- Certificate dated no more than three (3) years attesting to the successful completion of:
 - A standard first aid course of a minimum eight (8)-hour duration
 - A refresher course of a minimum six (6)-hour duration updating the skills acquired
- Ability to supervise students in the school to ensure that rules are observed and that students are safe
- Ability to greet and direct students and explains regulations
- Ability to supervise lunch time in the cafeteria or classroom
- Ability to ensure allergy policies are followed and assist with first aid

Testing and Interview

The Human Resources Department will contact the selected applicants to undergo testing sessions related to the post. Only the applicants who successfully pass the tests will be convened for an interview.

To view the job description as outlined in the classification plan [click here](https://cpn.gouv.qc.ca/cpnca/en/negociations/plan-de-classification/personnel-de-soutien/) or visit their website <https://cpn.gouv.qc.ca/cpnca/en/negociations/plan-de-classification/personnel-de-soutien/>

Interested candidates should send their letter of interest and curriculum vitae to jobs@emsb.qc.ca to the attention of Ms. Marilyn Ramlakhan, Assistant Director of the Human Resources Department

Please refer to the circular number in your letter of application.

The masculine gender was used in this posting to facilitate the reading.

The English Montreal School Board has implemented an Equal Access Employment Program in accordance with the Act respecting equal access to employment in public bodies and encourages applications from women, members of visible and ethnic minorities, aboriginal and handicapped peoples.

