

# Summer Student Opportunities

<b>Positions:</b> <ul style="list-style-type: none"> <li>• Social Worker – 2 positions</li> <li>• Program Support Worker, Administration – 3 positions</li> </ul> <b>Job Posting # SummerStudent-012/2016-17</b>	<b>Date Posted:</b> February 10, 2017	<b>Tentative start date of contract positions:</b> May 2017 to July 2017
	<b>Date Closed:</b> April 10, 2017	<b>End date of contract positions:</b> August 2017

All summer student employment opportunities are contract positions, ranging from 6 to 16 weeks during the summer months (May to August) and are subject to funding approval from the Canada Summer Jobs program. **Interviews will only be conducted after funding approval has been received.**

### Summer Student positions to apply for:

- Social Worker – 2 positions  
(applicant must be a student in the Social Service or health related field)
- Program Support Worker, Administrative – 3 positions  
(applicant must have minimum Post Secondary Education)

**If you wish to apply for both positions, please mention both interest areas in your cover letter.**

### Eligibility to apply:

To be eligible to apply for a summer student position, you must meet the following criteria:

- Be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations
- Are currently enrolled in a post-secondary educational institution, on a full-time basis for the 2016-2017 academic year, returning to full time studies in the fall of 2017
- Are between 18 and 30 years of age (inclusive)
- Demonstrates an understanding of the South Asian culture
- Knowledge of South Asian languages – Punjabi, Hindi or Urdu are preferred
- Excellent working skills of MS Word, Excel, PowerPoint, internet and email
- Effective written and verbal communication skills as well as presentation skills
- Current first aid/ CPR certification is an asset
- Current police record check
- Provide TB test and up-to-date immunization documentation
- Criminal Record Search & Vulnerable Screening at their own expense
- are a Canadian Citizen, permanent resident, or person on whom refugee protection has been conferred under the Immigration and Refugee Protection Act\*\*

\*\*Foreign students are not eligible

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## Student Identification Verification:

Students will be required to produce valid/current student identification at the interview and will also need to present additional documentation at the mandatory orientation session. In cases where verification is unclear, further documentation may be requested from the Office of the Registrar.

## Your resume must cover following:

Please ensure the following information is listed on your resume:

- specify your interest area/s:
  1. Social Worker (applicant must be a student in Social Services or health related field)
  2. Program Support Worker, Administration (applicant must have minimum Post Secondary Education)

*If you wish to apply for both positions, please mention both as your interest areas in your cover letter*
- your current contact information including your name, address, email address, cell and home telephone numbers
- the name of the educational institution you are currently attending; name of any educational institutions that you have attended in the past
- your current student status (full time or part time)
- the name of the program you are currently in and the number of years of the full-time program you are currently enrolled in
- the year of education you are currently in relating to the current program (example – year 2 of 4th year)
- work experiences and/or volunteer experiences
- all computer skills
- any current certificates (example – First Aid, CPR,)
- your knowledge of any South Asian languages, please specify

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**How to apply:**

Please submit your resume on or before April 10, 2017 at:  
Email id: [jasmin@pchs4u.com](mailto:jasmin@pchs4u.com)

Please add **Job Posting # SummerStudent-012/2016-17** to the email subject line and cover letter.

We appreciate the interest of all applicants, but only those under consideration will be contacted for an interview. No phone calls please.

**About pchs:**

Punjabi Community Health Services (**pchs**) is a pioneer community based not for profit, charitable organization. **pchs** has been fulfilling needs of the diverse communities for the past 26 years by providing services in the areas of addictions, mental health, geriatric, health promotion, domestic violence, parenting, settlement and services for women, children and youth. **pchs** has a number of research studies to its credit and is recognized as an innovative organization for community development and for its Integrated Holistic Service Delivery Model. **pchs** is accredited by Commission of Accreditation Rehabilitation Facilities (CARF) International and Imagine Canada.

**pchs is an Equal Opportunity Employer**

**pchs will make every effort to accommodate any needs of candidates through the hiring process, under the Human Rights Code. If you require any accommodations during the hiring and selection process, please inform Human Resources department at [jasmin@pchs4u.com](mailto:jasmin@pchs4u.com)**