



PAYROLL/FINANCIAL ASSISTANT (Temporary)

School District No. 62 (Sooke), located in Langford, is presently seeking a temporary Payroll/Financial Assistant for the Finance Department. It is a 35 hour per week temporary position from January 4, 2022 to August 31, 2022. The hourly rate of pay for this position is \$27.22. For full job descriptions/ required qualifications, you may visit www.sd62.bc.ca.

School District No. 62 (Sooke) is supported by Occupational Health and Safety in the promotion of Safe and Healthy work practices and protocols.

School District 62 (Sooke) is the fastest growing school district on Vancouver Island and one of the fastest growing districts in British Columbia. The District is in the Capital Regional District and operates in five municipalities: Langford, Colwood, Metchosin, Sooke and the Highlands. The operating budget for the District is in excess of \$115 million, with a student population of over 11,000. For further information about School District No.62 (Sooke), please access our district website at www.sd62.bc.ca.

School District No. 62 (Sooke) is an equal opportunity employer that is committed to diversity, equity and inclusion in the workplace that is free of discrimination and harassment. We believe in a learning and work environment that is welcoming and safe that values, reflects and appreciates differences.

To review the full job description and apply online, please go to Sooke 62 at: www.makeafuture.ca.

Applications must be submitted on-line by **Monday, December 13, 12:00 noon**.

We thank all applicants for their interest, however, only those candidates selected for further consideration will be contacted.