

STUDENT SUPERVISOR
PART TIME, 5 HOURS 50 MINUTES PER WEEK
MOUNTAIN RIDGE SCHOOL
VIEUX-FORT (QUÉBEC)

NATURE OF THE WORK

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

RESPONSABILITIES

- Supervise students in the school and its buildings to ensure that rules are observed and that students are safe.
- Help students who need assistance to eat, in addition to supervision duties in the cafeteria. Help certain students dress and, where applicable, move around.
- Participate in carrying out and supervising student activities, in conjunction with teachers and the student services staff, and ensure that the necessary material and accessories are available for certain activities.
- Lock and unlock rooms and gates; assign lockers and locks; ensure return of locks; help students who have lost keys or other articles.
- Monitor absences and collect the student absence lists.
- May perform any other related duty.

REQUIRED 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.

SALARY AND WORKING CONDITIONS

- Salary between \$ 24,80 and \$ 26,98 per hour
- An isolation premium (\$ 10 066 or \$ 16 102)

BEGINNING OF EMPLOYMENT

September 2, 2025

CLOSING DATE

September 12, 2025

Applications must be sent to the Human Resources Service to the following email address:
recrutement@cssdulittoral.gouv.qc.ca.