



PIYESIW AWASIS (THUNDERCHILD) SCHOOL  
PO BOX 600 TURTLEFORD, SASK S0M 2Y0  
Phone: 306-845-3779 Fax: 306-845-3866

**PIYESIW AWASIS SCHOOL** is accepting applications for:

**ADMINISTRATIVE ASSISTANT:**

- General front office duties including reception, filing, record keeping and correspondence.
- Must be knowledgeable in computer applications such as spreadsheets, word processing, and basic graphics.
- The ability to speak or understand Cree is an asset, as well as having a class 5 drivers license.
- Must be professional, punctual, and reliable.

**EDUCATIONAL ASSISTANTS:**

- General Duties include:
  - Working with students in various levels; large, small group, and individual
  - Classroom management, and supervision
  - Preparing materials
  - Participating in all activities in the school
- General computer literacy is required.
- The ability to speak or understand Cree is an asset, as well as having a class 5 driver license.
- Must be professional, punctual, and reliable.

\*All applicants will be required to submit a Criminal Record Check and a clear Vulnerable Sector Check

\*Applications can be submitted to: Marvin Jimmy

- email: [marvin.jimmy@tcschool.ca](mailto:marvin.jimmy@tcschool.ca)

- or dropped off at the school

\*Closing date: September 05, 2023

