



**SCHOOL OF
ARCHITECTURE +
LANDSCAPE
ARCHITECTURE**

2017/18 Employment Application Form – Course Support

INSTRUCTIONS – See individual postings for application deadline

- You may apply for up to 6 Teaching Assistant (GTA) OR Academic Assistant (GAA) Course Support positions per term (this limit does not apply to research assistant positions).
- Submit only one application and CV.
- Submit individual/unique cover letters for each position along with additional writing or design samples as required. You may rank your choices if you wish.
- Please save your electronic files with your first initial, last name, item, and course number for cover letters
- Email all materials to: hr@sala.ubc.ca.

UBC hires on the basis of merit and is committed to employment equity. We encourage all qualified applicants to apply. Please note that you will only be notified only to acknowledge receipt of your materials and if you are offered a position. We do not post a listing of filled positions.

APPLICANT INFORMATION		
Last Name:		First Name:
Email:		Phone Number (optional):
Student #:	Employee #:	Degree Program:

2017 SUMMER POSTIONS			
Course Number	Course Title & Position	Instructor	Ranking within Term
EX: ARCH 515	Design Media 1 - GTA	Blair Satterfield	2 nd choice

2017-2018 WINTER TERM 1 POSITIONS (September 1 – December 31, 2017)			
Course Number	Course Title & Position	Instructor	Ranking within Term

2017-2018 WINTER TERM 2 POSITIONS (January 1 – April 30, 2018)			
Course Number	Course Title & Position	Instructor	Ranking within Term

COURSE SUPPORT EMPLOYMENT HISTORY				
<i>List most recent courses in which you have previously worked as a Teaching Assistant (GTA only) at UBC. Incumbents must apply in order to be considered a preferred candidate for any position.</i>				
Term and Year (Summer, W1, or W2)	Course Number	Course Title	Instructor	Hours worked

SIGNATURE	
<ul style="list-style-type: none"> • I confirm that I do not have scheduling conflicts or an academic load that will prevent me from fulfilling the duties required. • I confirm that I am eligible to work on campus for the period of the position(s) for which I am applying. • I have read and understood the Quick Guide to the CUPE 2278 Collective Agreement. • I understand that all details related to any job posted are subject to change based on enrolment and/or budgetary considerations. 	
Signature (REQUIRED):	
Printed Name:	Date: