

Job Title: 2024 Summer Student Opportunities

Job Information

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Job Requisition ID: 52409

Location: Various

Full or Part-Time: Full Time

Permanent/Temporary: Wage (2 - 4 months)

Scope: Open Wage Opportunity

Closing Date: June 28, 2024

Classification: Various

The Government of Alberta is committed to a diverse and inclusive public service that reflects the population we serve to best meet the needs of Albertans. Consider joining a team where diversity, inclusion and innovation are valued and supported. For more information on diversity and inclusion, please visit: <https://www.alberta.ca/diversity-inclusion-policy.aspx>

Role Responsibilities

The Alberta Public Service (APS) is looking for motivated and enthusiastic students interested in developing valuable workplace skills and acquiring insight into public service employment!

The 2024 summer student opportunities intake provides a centralized approach where students, like you, can apply to be considered for various opportunities across the APS. Leaders from across the APS can then easily access and review this pool of potential students to find the best student for their short-term, wage opportunity.

Summer student roles can encompass a great variety of levels of responsibility and type of work. Whether you are completing a certificate program or a doctorate program, we have a variety of opportunities that could be the perfect match for your career development and personal growth. Students can gain experience in a variety of areas, including but not limited to:

- Administration
- Agriculture and Natural Resources
- Communications
- Culture and Recreation
- Engineering, Science and Technology
- Finance, Economics and Audit
- Grounds Keeping and Maintenance
- Health and Social Sciences
- Human Resources
- Information Technology
- Legal, Corrections and Enforcement
- Management and Executive Management
- Policy, Planning and Research
- Program and Client Services

While many student opportunities are located in Edmonton or Calgary, there are opportunities available in areas across the province and we encourage students from across the province to apply. Please note, that you must be located within Alberta during your term to work as a summer student.

Summer employment opportunities typically begin in May and conclude at the end of August. Students are hired for a period of two to four months. Students are offered temporary wage employment by a ministry or department.

There are many advantages to working with the APS as a summer student, including:

- professional development
- competitive salaries
- supportive, diverse, inclusive, and professional work environment
- healthy, safe and respectful workplaces

For more information, students can visit: <https://www.alberta.ca/student-opportunities-alberta-public-service.aspx>.

APS Competencies

Competencies are behaviors that are essential to reach our goals in serving Albertans. We encourage you to have an in depth understanding of the competencies that are required for this opportunity and to be prepared to demonstrate them during the recruitment process.

The link below will assist you with understanding competencies: [APS Competency Model](#)

Critical competencies of APS Summer Students include:

- Agility
- Drive for Results
- Develop Self and Others
- Build Collaborative Environments
- Develop Networks
- Systems Thinking
- Creative Problem Solving

Qualifications

To be eligible for student summer employment, individuals must be:

- enrolled in a secondary or post-secondary institution or recently graduated within the last 6 months
- students may be enrolled in part-time or full-time studies

Notes

Salary varies based on the classification of the summer student opportunity. The hourly wage is paid on a bi-weekly basis.

Wage (casual) employees receive 11.2% in addition to regular wage earnings, in lieu of benefits and vacation leave.

Summer students are offered wage positions for a period of two to four months in duration. Number of hours of work per week are 36.25 hours.

Final candidates may be required to undergo security screening to be hired into a summer student opportunity.

How to Apply

Leaders from across the APS will review the applications received and select students that best align with their short-term wage opportunities for further assessment.

To best demonstrate your suitability, when submitting your application please consider the following:

- Submit a cover letter. In the cover letter identify the type of work experience you are looking to acquire and your relevant education and experience. This is your opportunity to demonstrate who you are!
- Ensure your resume is up to date and includes a clear and concise summary of your relevant work history and education.
- Complete all information within your candidate profile, as this will enhance the search feature for leaders reviewing your application. The more details you include the easier it is for your application to stand out!

Please visit <https://www.alberta.ca/job-application-resources#before> for more information. Please visit Recruitment Principles, for more information.

It is recommended applicants who have completed post-secondary studies from outside of Canada obtain an evaluation of their credentials from the International Qualifications Assessment Service (IQAS) (<https://www.alberta.ca/international-qualifications-assessment.aspx>) or from a recognized Canadian Credential Evaluator; please visit the Alliance of Credential Evaluation Services of Canada for more information (<https://canalliance.org/en/default.html>).

It is recommended that applicants include the assessment certificate from IQAS or any other educational assessment service as part of their application.

Closing Statement

This competition will be used to fill wage summer student opportunities across the Government of Alberta for summer 2024, at various classification levels.

We thank all applicants for their interest. Only individuals selected for interviews will be contacted.

If you require any further information on this job posting, please contact goa.studentopportunities@gov.ab.ca.

Please continue to check www.jobs.alberta.ca for a listing of current career opportunities with the Government of Alberta.