

Summer Student Opportunities

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1. How do I find out about summer student employment opportunities?

Summer student employment opportunities with the Canadian Nuclear Safety Commission (CNSC) are posted annually on our website (www.nuclearsafety.gc.ca) from December to February.

2. Am I eligible to apply for summer student employment?

To be eligible for a summer student position, you must be currently enrolled in full-time studies at community college/university and returning to full-time studies in the following school term. You must be legally entitled to work in Canada as a student.

3. When does summer student employment begin and end?

The time frame for the summer student employment program is approximately from the beginning of May to the end of August. Start and end are dates subject to the student's availability.

4. What types of summer student employment are available?

The CNSC offers various summer student opportunities that encompass a wide range of duties and responsibilities in support of our safety mandate. Positions are available in a variety of locations throughout Canada. The positions, which are subject to change and not limited to these areas, are:

- Administrative/clerical
- Technical (related to science, engineering, planning, information technology, etc.)
- Business support (i.e., finance, HR, communications, etc.)

5. What is the rate of pay for summer employment?

Students are paid an hourly rate ranging from \$13.76 to \$21.41 (currently under review). Determination of the rate of pay is dependent on the position and number of semesters and work terms completed.

6. What is the recruitment and selection process for summer students?

All students must submit their resume online via the CNSC's website (www.nuclearsafety.gc.ca). Please ensure you read the job posting carefully, and submit all required documents at the time of submission.

We thank all candidates for their interest in summer student employment with the CNSC. However, only those students selected to attend our student competition process (testing and/or interview) will be contacted. If invited to participate in the competition process, you will be required to provide contact information for three references.

All selected candidates are required to obtain a security clearance prior to being appointed to a position. The level of clearance required is dependent on the position. If you are a selected candidate, we will provide you with the appropriate documentation. As part of the security clearance process, candidates are also required to obtain digital fingerprints. It is important that you make the appointment in a timely manner to avoid delays. All instructions will be forwarded to your attention along with the appropriate documentation.

7. What is the process if I am a returning student (worked previous summer)?

Please contact your supervisor/manager from the previous summer to:

- indicate your interest
- confirm your availability to work
- confirm whether there is a summer student position available
- ensure you continue to meet the eligibility criteria.

As a returning student, you must submit your resume online via the CNSC's website (www.nuclearsafety.gc.ca).

Returning students will not be required to attend an interview unless they are being considered for a different position.

8. What documentation is required upon hire?

When you arrive for your first day of work, be ready to surrender a piece of government photo identification to the Commissionaire. It will be returned to you once you have met with a security personnel officer.

During your first week at the CNSC, your pay advisor will set up a meeting and ask you to complete a series of documents. Please ensure you have your SIN number with you.

9. Is there training and/or an orientation for summer students?

The CNSC takes pride in providing exceptional training, which includes awareness of safety issues.

All students attend a summer student orientation. Training specific to the position is also provided. The CNSC has a Young Professionals Network to help integrate new employees into the CNSC and facilitate making connections.

More information on training will be provided to successful candidates at the start of their term.

10. Will I get time off during the summer student employment period?

Due to the nature of our operational needs, and the short duration of the summer student employment period, our summer student employment program employs students who are available to work during the full months of May, June, July and August.

However, requests for time off can be discussed with your manager.