

**APPENDIX A – TEACHING ASSISTANT JOB POSTING**

The parties agree that this Appendix sets out the fields of information to be included in the “Teaching Assistant Job Posting” Form.

**Teaching Assistant Job Posting**

**Department/School/Unit: Information Systems**

**Bargaining Unit: CUPE 3906 Unit #1**

**Wage Rate** (include any limitations – i.e. TAs with guarantees only, Class ‘B’ only): **No Limits** **Date of Posting: August 20, 2018**

Course #*	Course Title	# of TAs required	Term **	# of Hours	Projected Enrolment (if available)	Supervisor	Anticipated Duties (see below)
3KD3	Database Design and Management	1	1	32.5	30	Eslami, Pouyan	LSGPIO

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\*\* As defined by the applicable Undergraduate or Graduate calendar found at <http://academiccalendars.romcmaster.ca/index.php>.

**Anticipated Duties:**

<b>L</b>	Leading Tutorials/Overseeing Laboratories/Field Trip Supervision	<b>P</b>	Preparation (Reading, Attending Lectures, Meeting with Instructor)
<b>S</b>	Student Consultation (Emails, Office Hours)	<b>I</b>	Invigilation
<b>G</b>	Grading (Marking, Entering Marks)	<b>O</b>	Other duties as assigned:

**Lecture/Laboratory/Tutorial Locations, Times and Days (if available):** Please review the Undergraduate Course Timetable prior to applying/indicating your preferences, as TAs may be required to attend some classes. The timetable can be found at <http://registrar.mcmaster.ca/enrol/class-search/>. **Please note:** “C” indicates core section, “L” indicates laboratory section, “T” indicates tutorial section, “D” indicates day, and “E” indicates evening.

<b>Skills, Qualifications, Abilities and Experience – Required &amp; Preferred:</b> hands-on experience with database programming, and web design. Computer science degree preferred.	
<b>Other Information***:</b>	

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**For guarantee postings as per 13.02(g)(i):**

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Applications submitted to: \_\_\_ <https://dsbta.business.mcmaster.ca/>

**OR For additional postings as per 13.03(b):**

Preferences must be submitted by 4:30pm on August 31, 2018

Application deadline: 4:30pm on August 31, 2018

All qualified candidates are encouraged to apply. However, those legally able to work in Canada and at McMaster University will be given priority. McMaster is strongly committed to employment equity within its community, and to recruiting a diverse faculty and staff. Accordingly, the University especially encourages applications from women, members of visible minorities, Aboriginal persons, members of sexual minorities, and persons with disabilities.

**Please note:** those who have not, at the time of application, been assigned 260 hours of Teaching Assistantship(s) will be given priority consideration. Those who have already been assigned 260 hours of Teaching Assistantship(s) at the time of application may nevertheless apply. Once the preference noted above has been taken into account, applicants who have already been assigned 260 hours of Teaching Assistantship(s) may be offered the position.

*Last updated: February 2017*

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2KA3	Informations Systems in Management	1	2	32.5	101	Montazemi, Ali-reza	LSGPIO

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<b>Skills, Qualifications, Abilities and Experience – Required &amp; Preferred:</b> PhD or MBA student in IS, Should have basic knowledge of IS, eg. K603; knowledge of SAP, ByDesign	
<b>Other Information***:</b>	

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Course #*	Course Title	# of TAs required	Term **	# of Hours	Projected Enrolment (if available)	Supervisor	Anticipated Duties (see below)
EHEALT H705, C01	Statistics for Health	1	2	195	50	Deal, Kenneth	LSGPIO

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<b>Skills, Qualifications, Abilities and Experience – Required &amp; Preferred:</b> analytics background	
<b>Other Information***:</b>	

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K731	Project Management	1	2	32.5	25	Wagner, Nicole	LSGPIO

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<b>Skills, Qualifications, Abilities and Experience – Required &amp; Preferred:</b> knowledge of project management and MS Project	
<b>Other Information***:</b>	

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K737	Cases in eBusiness, Innovation and Entrepreneurship	1	2	32.5	25	Tan, Joseph	LSGPIO

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