



YOUR RECRUITMENT PARTNER!
PROMPT PERSONALIZED SERVICE
FLEXIBLE WORK TERMS.

YEAR ROUND ACCESS TO QUALIFIED
SCIENCE STUDENTS IN MICROBIOLOGY,
BIOCHEMISTRY, BIOLOGICAL
SCIENCES, CHEMISTRY, STATISTICS
AND GENETICS.

MOTIVATED STUDENTS READY TO
WORK AND MAKE A DIFFERENCE!

SCIENCE CO-OP

YOUR RECRUITMENT PARTNER!

Science Co-op provides quality pre-screened students who are motivated and eager to work. Our process is simple and take great pride in delivering prompt and personalized contact to ensure your needs are met. Hire a student to fulfill short-term staffing needs, assist during peak periods, or with special projects.

HOW TO HIRE?

- 1. Post Your Job** – Email your posting and the Science Co-op Office will take care of the rest. Unless indicated in the job posting, a position will be active for a minimum of one week and will close at 9 a.m. on the closing date.
- 2. Review Applications** – The Science Co-op Office will forward application packages of interested co-op students. Each application package will include: Application Cover Sheet, Resume, Cover Letter, and Transcript(s). If preferred, students can also apply to you directly via e-mail or website submission.
- 3. Interview Students** – The Science Co-op Office will coordinate interview scheduling on your behalf. Interviews may be held on-campus, at your location, or remotely by phone or Skype. A minimum of 48 hours' notice to schedule interviews is appreciated.
- 4. Make An Offer** – Select a candidate and the Science Co-op Office will extend the offer to the student on your behalf and will let you know of the student's decision. Students have two business days to either accept or decline offers. The Co-op Office can assist you with preparing an offer letter or with any other onboarding activities, as needed.

AVAILABILITY

Students are available for four or eight month work terms beginning in January, May, and September each year. Employers have year-round access to qualified students.

CRITERIA

- Positions are paid, full-time, and are a minimum duration of 12 weeks.
- Positions are supervised and students are actively involved.
- Employers are expected to adhere to all appropriate employment/labour standards.

REQUIREMENTS

- Develop learning objectives with the student.
- Meet with the Co-op coordinator for a site visit.
- Complete the employer evaluation of the student's performance.



UNIVERSITY
OF MANITOBA