



# POSITION VACANCY

**Closing Date:** March 31, 2026 (4:00 p.m.)

**How to Prepare your Application for Submission:** You will be able to attach only **one** document to your application. To prepare your application: Combine your cover letter and resume as one document. Save your document in .PDF, .doc, or .docx format using **Last Name, First Name** as your naming convention. Click on the **Apply Here** link and complete the application form. Attach your cover letter/resume document to the application form.

**Apply Here:** [SUPP-25-26-087 - Procurement Officer](#)

## **THIS IS A FULL-TIME BARGAINING UNIT POSITION**

This posting is for an existing vacancy at St. Lawrence College. This competition will be processed in accordance with College policy, the Academic and Support Staff Collective Agreements. In addition to comparing candidates' qualifications and experience to the listed technical skills, education, work experience, and personal characteristics (values, attitudes, motivation, and performance), the seniority of Bargaining Unit members will be considered. If the search extends beyond the Bargaining Unit, consideration will be given to accumulated service with the College.

This posting is for an existing vacancy at St. Lawrence College. The College is committed to employment equity and diversity in the workplace. We encourage and welcome applications from members of the designated groups, including women, racialized minorities, Indigenous peoples, persons with disabilities and persons of any sexual orientation and identity. St. Lawrence College is committed to an inclusive, barrier-free selection process. SLC provides support in its recruitment processes to applicants with disabilities, including accommodation that takes into account an applicant's accessibility needs. Candidates requiring accommodation during the recruitment process are asked to contact Human Resources at [employ@sl.on.ca](mailto:employ@sl.on.ca). To obtain a copy of this position vacancy or any of the position related documents in an alternate format please contact [employ@sl.on.ca](mailto:employ@sl.on.ca) and our Talent Management Consultants will address your requests for accommodation confidentially.

*This job opportunity is open to both internal and external applicants. Only those who are selected for an interview will be contacted.*