

BUILD A CITY. BUILD A FUTURE.



CULTURAL EXHIBITS TECHNICIAN

As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation.
City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward.
Build a City. Build a Future at the City of Surrey

Scope

This auxiliary position (hours vary) involves skilled, technical work in the development and delivery of exhibits and related activities at the Museum of Surrey.

Employment Status

Union - CUPE Local 402 – Auxiliary

Responsibilities

The successful candidate will work closely with the Exhibits team and will be responsible for preparing, maintaining, and assisting in the construction of both permanent and temporary museum exhibits. The incumbent will exercise a significant degree of judgment and initiative within established guidelines under the direction of the Curator of Exhibits. Exhibit development responsibility may involve coordination of other employees and/or volunteers who assist in delivery. Ability to effectively communicate both in writing and orally.

Responsibilities include assisting in the packing, unpacking, shipping/delivery of artifacts and displays. You will be competent in the use of carpentry and power tools. You will have knowledge of standard museum practices as well as the physical strength, stamina and coordination to carry out the duties of the position. Familiarity with working in a fabrication shop, building object and artifact mounts, preparing exhibit layouts, mounting text and graphics, and assisting to install or adjust lighting, video and sound systems for exhibits and program areas is necessary.

Qualifications

Successful candidates will have:

- Completion of Grade 12 supplemented by related courses and training in museum or the visual arts exhibit preparation work.
- Completion of a relevant bachelor's degree or technical certificate in a related field such as studio arts, stagecraft, design or drafting would be an asset.
- A minimum of 3 years' experience in museum or gallery preparation work or an equivalent combination of training and experience.
- Familiarity with working in a fabrication shop, building object and artifact mounts, preparing exhibit layouts, mounting text and graphics, and assisting to install or adjust lighting, video and sound systems for exhibits and program areas is necessary.

The following would also be considered an asset:

- Valid BC Driver's License and access to a vehicle.
- Industrial First Aid Level 1 Certificate.

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Other Information

Hourly Rate: \$35.71 (2024 Rate)

Steps	Hourly Rate
Step 1	\$35.71
Step 2 (6 Months)	\$36.72
Step 3 (18 Months)	\$37.91
Step 4 (30 Months)	\$38.98

Applicants under consideration will be required to consent to a Police Information Check/Vulnerable Sector Check.

Successful applicants must provide proof of qualifications.

Apply

If you are interested in this opportunity, please apply at <https://www.surrey.ca/about-surrey/jobs-careers> to Job ID 7013.

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