

Position: Currency and Excise Summer Student

Location: 145 Richmond Rd, Ottawa

Work Model: Onsite

Reports to: Program Director - Currency

Position Summary

Our Currency and Excise summer student will gain first-hand exposure to the manufacture of secure goods, and the quality standards that these goods must meet. You'll compile and analyze data and present your findings to multidisciplinary teams. You'll work with our currency and excise production to monitor trends and assist with cost estimating as well.

What We Can Offer You

- **Career:** As a knowledge-based organization we will provide you with a summer of learning opportunities and work that will grow your knowledge, skills and abilities - and your resume! We will give you a strong foundation for your career, with impactful work and a supportive team that has years of experience in their fields.
- **Culture:** Personal character is the foundation of our culture. CBN's 7 Core Principles shape and guide our behaviours and underpin the sense of community you will experience at CBN. Equality, diversity and inclusivity are important to us as an organization, and we are committed to fostering and developing a work environment where every employee is treated with dignity and respect.

What You'll Do

- Compile data from shift reports and assist with putting reports and presentations together.
- Check trend sheets for both banknotes and excise products, as well as audit notes at Single Note Inspection (SNI).
- Updating lot to batch lists.
- Assist with manufacturing review prep work and estimating, assisting with forecasted cost vs actual cost to help team with decisions.

Qualifications

- Must be a current College, CEGEP, or University student
- Must have completed at least 1st year and be enrolled for upcoming fall semester
- Preference will be given to students enrolled in programs most closely aligned with the job
- Basic MS Excel and PowerPoint knowledge
- Good communication skills
- An an eye for detail

About Us

CBN designs and develops industry leading solutions for the following domains: Border Security, Civil Identity, Driver Identification and Vehicle Information, Currency and Excise Control, and Lottery and Charitable Gaming. To learn more, visit www.cbnco.com.

As an Equal Opportunity Employer, Canadian Bank Note Company, Limited is committed to achieving a skilled and diversified workforce that reflects the diversity of the Canadian population. We encourage applications from women, visible minorities, people with disabilities and Aboriginal people. Canadian Bank Note Company Limited is committed to developing inclusive, barrier-free selection processes and work environments. If contacted regarding this competition, please advise the interview coordinator of any accommodation measures you may require.

The health and well-being of our employees is a top priority for CBN. It is our responsibility to ensure that we provide a safe work environment. In response to the COVID-19 Pandemic, we have implemented a mandatory vaccination policy that requires all employees to be Fully Vaccinated. Currently, Fully Vaccinated means that you will have received the full series of a COVID-19 vaccine or combination of COVID-19 vaccines approved by Health Canada. For prospective candidates, when a conditional offer of employment has been made, you will be asked to attest to your vaccination status and will be required to submit proof of vaccination status or request for accommodation pursuant to a relevant provision of Ontario's Human Rights Code, as amended. If you have any questions or require human rights-based accommodation, please reach out to the CBN Human Resources team at humanresources@cbnco.com.