



OGSR Library - Geological Laboratory Assistant

The Oil, Gas & Salt Resources Library ([OGSR Library](#)) has summer work experience opportunities for students or recent graduates in geology or earth sciences. Successful candidates will join the primary provider of data to the Ontario petroleum and select subsurface industries and support the industries with a crucial role in collecting, processing, cataloging and querying of vital samples and information.

Compensation and duration of the position are:

- \$15.25 / hour for a duration of 12 weeks, with possibility of extension

The successful candidate will work with a small team of geology and GIS professionals. Team members have frequent interactions with the petroleum industry, government geologic surveys, the Ministry of Natural Resources and Forestry, and other agencies. The basic duties of the position are outlined below:

- Process and catalogue industry rock samples: cuttings and core
- Prepare laboratory samples for clients upon request
- Assist library clients in viewing of rock core and rock samples
- Create a digital catalogue of core and rock chip samples using photographic equipment
- Work with files and industry documents; create, maintain, quality assure, and query data to support library operations and answer inquiries from industry / public
- Work with ESRI ArcGIS, QGIS and other GIS software to produce maps and query data
- Use custom database applications to enter and correct data
- Help library clients find and retrieve files and rock samples
- Publish data and articles to website, social media, apps, and other outlets
- Maintain the library, laboratory, and sample processing areas in a safe and orderly condition

Knowledge of software such as MS Excel, MS Access, and ESRI ArcGIS or QGIS is an asset. Knowledge of Ontario's sedimentary geology will be essential and supplementary training will be provided.

Work experience will likely include geology and industry training with Ontario's sedimentary geologist, industry tours, and field trips (depending on current Public Health guidance). Work may be remote or on-site depending on current health guidelines.

Candidates will have the opportunity to learn a great deal about Ontario's sedimentary geology, petroleum industry, data management, and a wide variety of software including specific industry software.

Please email your resume and cover letter to info@ogsrlibrary.com by **April 16th, 2021**. Selected candidates will be contacted for interviews.

Thank you for your interest and we look forward to hearing from you!

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