

UNIVERSITY OF TORONTO MISSISSAUGA DEPARTMENT OF MANAGEMENT

Winter 2025 Session

Unit 3 Sessional Instructional Assistant Positions (Emergency posting)

These positions are posted in accordance with the [CUPE 3902, Unit 3 Collective Agreement](#)

The Department of Management has the following Sessional Instructional Assistant positions available for the Winter 2025 academic term and invites applications from suitably qualified candidates. No late applications can be considered.

All posted jobs are subject to the parameters as listed below:

Posting Date: December 19, 2024

Closing Date: December 23, 2024

Dates of Appointment: S courses run January 1, 2025 to April 30, 2025

Salary: Sessional Instructional Assistant, effective September 1, 2023, the minimum hourly rate shall be **\$52.26 + 4% vacation pay**

Estimated Hours of Work: 0.75 per enrolled student

Application Procedure:

Only formal applications will be entertained. A SEPARATE application package is required for each course applied to. The application package (Resume must be submitted in one PDF document on the MS form). The application package for EACH course must include a **single file in PDF format**.

1. Complete the corresponding application form linked beside **each** course you are applying for.
2. Application Package to be uploaded within the form: Resume in PDF format

Please email jobs.utmm@utoronto.ca before the closing date if you face any difficulties accessing the form. No applications will be accepted after the closing date.

Only offers of employment through the normal contracting process that originate from the administrative offices of the Department of Management are valid, all other offers made are void.

The University of Toronto is strongly committed to diversity within its community and especially welcomes applications from visible minority group members, women, Aboriginal persons, persons with disabilities, members of sexual minority groups, and others who may contribute to the diversification of ideas.

Notes:

1. This job is posted in accordance with the CUPE 3902 Unit 3 Collective Agreement ([CUPE 3902, Unit 3 Collective Agreement](#)). The position(s) posted above is (are) tentative, pending final course determinations and enrolments.
2. Department Standards and Policies are available in the Department office and the CUPE, Local 3902 office.
3. It is understood that some announcements of vacancies are tentative, pending final course determinations and enrolment. Should rates stipulated in the collective agreement vary from rates stated in this posting, the rates stated in the collective agreement shall prevail.
4. Please note: Undergraduate or graduate students and postdoctoral fellows of the University of Toronto are covered by the CUPE 3902 Unit 1 collective agreement rather than the Unit 3 collective agreement, and should not apply for positions posted under the Unit 3 collective agreement.
5. Duties of this position shall be performed at the campus on which the position is located. Where the duties are intended to be performed at another location, such other location will be specified in the posting. Subsequent appointment obligations may be filled on any of the three campuses must also be included, where applicable.
6. By submitting an application, CV and UofT Transcript for this position, you will receive email notification of vacancies for Sessional Instructional Assistant within the Department of Management UTM for the next twenty-four (24) months.

MANAGEMENT COURSES
S courses run January 1st, 2025 – April 30th, 2025

Course Number and Title	Class Time, Enrolment (est.), number of positions (est.)	Qualifications	Description of Duties	Application Form
MGM365H5S – HR Planning Exclusion: ECO244Y5 or IRE244H1 or MGHC53H3 Prerequisites: MGT260H5	Section(s): LEC 0101 Tuesday 13:00-15:00 Maximum enrolment per section: 25 (est.) Number of positions: 1 (est.) Please check https://ttb.utoronto.ca/ for most up to date and accurate lecture and tutorial times.	Min. Requirement: Must have completed and achieved a minimum grade of "A" in MGM365 or equivalent course. Preferred Requirement: A Bachelor degree in Business/Commerce or related discipline, with a specialization in Human Resource Management (HRM) and/or Industrial Relations. Demonstrated expertise in the subject. Preference: PhD or MA students in HRM/Organizational Behaviour, and Industrial-Organizational Psychology. Relevant Criterion Previous experience is the more relevant criterion than the need to acquire experience in respect of this posted position.	a) Grading quizzes, tests, assignments & exams. b) Meet with or respond to students inquiries during virtual office hours. c) Invigilate quizzes, tests & exams. d) Update material and grades on Quercus courseware. Attend weekly lecture and/or review lecture material. e) Other duties as required.	https://utmmcentral.utm.utoronto.ca/form.aspx?id=65193
MGM465H5S - Occupational Health & Safety Exclusion: IRE378H1 or MGHD24H3 Prerequisites: MGT260H5	Section(s): LEC 0101 Monday 09:00-11:00 Maximum enrolment per section: 25 (est.) Number of positions: 1 (est.) Please check https://ttb.utoronto.ca/ for most up to date and accurate lecture and tutorial times.	Min. Requirement: Must have completed and achieved a minimum grade of "A" in MGM465 or equivalent course. Preferred Requirement: A Bachelor degree in Business/Commerce or related discipline, with a specialization in Human Resource Management (HRM) and/or Industrial Relations. Demonstrated expertise in the subject. Preference: PhD or MA students in HRM/Organizational Behaviour, and Industrial-Organizational Psychology. Relevant Criterion	a) Grading quizzes, tests, assignments & exams. b) Meet with or respond to students inquiries during virtual office hours. c) Invigilate quizzes, tests & exams. d) Update material and grades on Quercus courseware. e) Attend weekly lecture and/or review lecture material. f) Other duties as required.	https://utmmcentral.utm.utoronto.ca/form.aspx?id=65194

		Previous experience is the more relevant criterion than the need to acquire experience in respect of this posted position.		
MGT120H5S – Introduction to Financial Accounting Exclusion: MGM221H5 or MGAB01H3 and MGAB02H3 or RSM219H1 TA COORDINATOR POSITION	Section(s): LEC 0101 Tuesday 09:00-11:00 LEC 0102 Tuesday 11:00-13:00 LEC 0103 Wednesday 09:00 - 11:00 LEC 0104 Wednesday 1:00 – 13:00 TUT 0101 Wednesday 17:00 – 18:00 TUT 0102 Wednesday 17:00 – 18:00 TUT 0103 Wednesday 18:00 – 19:00 TUT 0104 Wednesday 18:00 – 19:00 TUT 0105 Wednesday 19:00 – 20:00 TUT 0106 Wednesday 19:00 – 20:00 Maximum enrolment per section: 150 (est.) Number of positions: 1 (est.) Please check https://ttb.utoronto.ca/ for most up to date and accurate lecture and tutorial times.	Min. Requirement: Must have completed and achieved a minimum grade of "A" in MGT120/MGT220/MGT224 or equivalent course. Preferred Requirement: Preference given to those with prior coordinator experience in this course. Advanced degree desirable, proven course administration skills, and experience with management of large size courses. Professional demeanor and ability to work effectively with a diverse student body. Prior experience as a TA for MGT120H5. Strong written and oral communication skills. Must be able to meet with instructor at UTM during business hours. Courseware support competencies: must be comfortable with internet- based course and grade delivery. Student services experience. Experience in setting up and delivering an Excel assignment and Data Analytics assignment. Relevant Criterion Previous experience is the more relevant criterion than the need to acquire experience in respect of this posted position.	a. Course administration. b. TA supervision. c. Test/exam preparation & grading. d. Invigilate quizzes, tests & exams. e. Course support services, Student Services. f. Update material and grades on Quercus courseware. Other duties as required.	https://utmmcentral.utm.utoronto.ca/form.aspx?id=65195
MGT150H5S - Financial Planning for Individuals	Section(s): LEC 0101 Monday 9:00-11:00	Min. Requirement: Must have completed and achieved a superior	a. Grading quizzes, tests, assignments & exams.	https://utmmcentral.utm.utoronto.ca/form.aspx?id=65196

	<p>LEC 0102 Monday 11:00-13:00</p> <p>Maximum enrolment per section: 75 (est.)</p> <p>Number of positions: 1 (est.)</p> <p>Please check https://ttb.utoronto.ca/ for most up to date and accurate lecture and tutorial times.</p>	<p>grade in personal finance or equivalent course.</p> <p>Preferred Requirement: Preference given to applicants with previous TA experience in this or equivalent course(s). Preference given to Uoft Graduate students.</p> <p>Relevant Criterion Previous experience is the more relevant criterion than the need to acquire experience in respect of this posted position.</p>	<p>b. Meet with or respond to students inquiries during virtual office hours.</p> <p>c. Invigilate quizzes, tests & exams.</p> <p>d. Update material and grades on Quercus courseware.</p> <p>e. Attend weekly lecture and/or review lecture material.</p> <p>Other duties as required.</p>	
<p>MGT262H5S – Psychology at Work</p> <p>Exclusion: CCT324H5 or ERI260H5 or IRE260H1 or MGM300H5 or MGIB02H3 or PSY332H1 or RSM260H1 or WDW260H1</p>	<p>Section(s): LEC 0101 Monday 9:00-11:00 LEC 0102 Monday 15:00-17:00 LEC 0103 Monday 17:00 - 19:00</p> <p>Maximum enrolment per section: 65 (est.)</p> <p>Number of positions: 1 (est.)</p> <p>Please check https://ttb.utoronto.ca/ for most up to date and accurate lecture and tutorial times.</p>	<p>Min. Requirement: Must have completed and achieved a minimum grade of "A" in MGT262 or equivalent course.</p> <p>Preferred Requirement: A Bachelor degree in Business/Commerce or related discipline, with a specialization in Human Resource Management (HRM) and/or Industrial Relations. Demonstrated expertise in the subject. Preference: PhD or MA students in HRM/Organizational Behaviour, and Industrial-Organizational Psychology.</p> <p>Relevant Criterion Previous experience is the more relevant criterion than the need to acquire experience in respect of this posted position.</p>	<p>a. Grading quizzes, tests, assignments & exams.</p> <p>b. Meet with or respond to students inquiries during office hours.</p> <p>c. Invigilate quizzes, tests & exams.</p> <p>d. Update material and grades on Quercus courseware.</p> <p>e. Attend weekly lecture and/or review lecture material.</p> <p>Other duties as required.</p>	https://utmmcentral.utm.utoronto.ca/form.aspx?id=65197
<p>MGT321H5S – Audit & Assurance</p> <p>Exclusion: RSM323H1</p>	<p>Section(s): LEC 0101 Thursday 17:00 – 19:00</p>	<p>Min. Requirement: A Bachelor degree in Business/Commerce with relevant auditing courses and CPA (or CPA pending) with practical audit</p>	<p>a. Grading quizzes, tests, assignments & exams.</p>	https://utmmcentral.utm.utoronto.ca/form.aspx?id=65198

<p>Prerequisites: MGT224H5 or MGT225H5</p>	<p>Maximum enrolment per section: 50 (est.)</p> <p>Number of positions: 1 (est.)</p> <p>Please check https://ttb.utoronto.ca/ for most up to date and accurate lecture and tutorial times.</p>	<p>experience. Preference given to those with prior TA experience in this and/or equivalent course. Current knowledge of CAS.</p> <p>Preferred Requirement: Professional accounting designation with CPA Audit experience and detailed understanding of CAS. Experience in marking professional examinations is an asset.</p> <p>Relevant Criterion Previous experience is the more relevant criterion than the need to acquire experience in respect of this posted position.</p>	<p>b. Meet with or respond to students inquiries during office hours.</p> <p>c. Invigilate quizzes, tests & exams (if available).</p> <p>d. Update material and grades on Quercus courseware.</p> <p>Other duties as required (e.g. assist in development of materials and assessment guides).</p>	
<p>MGT323H5S - Managerial Accounting II</p> <p>Exclusion: RSM322H1 or MGAC03H3</p> <p>Prerequisites: MGT223H5 and ECO220Y5 or ECO227Y5 or (STA256H5 and STA258H5) or (STA256H5 and STA260H5)</p>	<p>Section(s): LEC 0101 Tuesday 17:00 – 19:00</p> <p>Maximum enrolment per section: 45 (est.)</p> <p>Number of positions: 1 (est.)</p> <p>Please check https://ttb.utoronto.ca/ for most up to date and accurate lecture and tutorial times.</p>	<p>Min. Requirement: CPA (or equivalent) with substantial management accounting work related experience.</p> <p>Preferred Requirement: MBA or B. Com graduate <u>with</u> professional accounting designation and relevant work related background in managerial accounting.. Excellent communication skills.. Familiar with contemporary managerial accounting issues. Prior TA experience in the management accounting area preferred.</p> <p>Relevant Criterion Previous experience is the more relevant criterion than the need to acquire experience in respect of this posted position.</p>	<p>a. Grading quizzes, tests, assignments & exams.</p> <p>b. Meet with or respond to students inquiries during virtual office hours.</p> <p>c. Invigilate quizzes, tests & exams.</p> <p>d. Update material and grades on Quercus courseware.</p> <p>e. Attend weekly lecture and/or review lecture material.</p> <p>Other duties as required.</p>	https://utmmcentral.utm.utoronto.ca/form.aspx?id=65199

<p>MGT325H5S - Critical Thinking, Analysis and Decision Making I</p> <p>Prerequisites: MGT220H5 and MGT223H5 and (MGT224H5 or MGT225H5) and MGT231H5</p> <p>Corequisites: MGT321H5 and MGT322H5* and MGT323H5</p> <p>*Students who have completed MGT224H5 are required to enrol in MGT322H5 as corequisite or prerequisite. Students who have completed MGT225H5 do not require MGT322H5 as corequisite or prerequisite.</p>	<p>Section(s): LEC 0101 Wednesday 9:00-12:00 LEC 0102 Wednesday 13:00 – 16:00</p> <p>Maximum enrolment per section: 45 (est.)</p> <p>Number of positions: 1 (est.)</p> <p>Please check https://ttb.utoronto.ca/ for most up to date and accurate lecture and tutorial times.</p>	<p>Min. Requirement: Must have passed the CFE or UFE</p> <p>Preferred Requirement: Prefer prior experience with grading CFE-type case-based exams. Experience with giving written feedback on student case-type assignments. Excellent knowledge of English grammar and writing. Good understanding of business communications. Some understanding of the writing elements required for accounting exams such as the Common Final Exam. Strong organizational skills.</p> <p>Relevant Criterion Previous experience is the more relevant criterion than the need to acquire experience in respect of this posted position.</p>	<p>a. Grading quizzes, tests, assignments & exams.</p> <p>b. Meet with or respond to students inquiries during virtual office hours.</p> <p>c. Invigilate quizzes, tests & exams.</p> <p>d. Update material and grades on Quercus courseware.</p> <p>e. Attend weekly lecture and/or review lecture material.</p> <p>Other duties as required.</p>	https://utmmcentral.utm.utoronto.ca/form.aspx?id=65200
<p>MGT363H5S – Designing Effective Organizations</p> <p>Exclusion: WDW260H1</p>	<p>Section(s): LEC 0101 Tuesday 15:00 – 17:00</p> <p>Maximum enrolment per section: 65 (est.)</p> <p>Number of positions: 1 (est.)</p> <p>Please check https://ttb.utoronto.ca/ for most up to date and accurate lecture and tutorial times.</p>	<p>Min. Requirement: Must have completed and achieved a minimum grade of "A" in MGT363 or equivalent course.</p> <p>Preferred Requirement: A Bachelor degree in Business/Commerce or related discipline, with a specialization in Human Resource Management (HRM) and/or Industrial Relations. Demonstrated expertise in the subject. Preference: PhD or MA students in HRM/Organizational Behaviour, and Industrial-Organizational Psychology.</p> <p>Relevant Criterion Previous experience is the more relevant criterion than the need to acquire</p>	<p>a. Grading quizzes, tests, assignments & exams.</p> <p>b. Meet with or respond to students inquiries during office hours.</p> <p>c. Invigilate quizzes, tests & exams.</p> <p>d. Update material and grades on Quercus courseware.</p> <p>e. Attend weekly lecture and/or review lecture material.</p> <p>Other duties as required.</p>	https://utmmcentral.utm.utoronto.ca/form.aspx?id=65201

		experience in respect of this posted position.		
MGT393H5S - Legal Environment of Business I Exclusion: MGM290H5 or MGSC30H3 or RSM225H1 or MGM390H5	<p>Section(s): LEC 0101 Tuesday 19:00-21:00</p> <p>Maximum enrolment per section: 60 (est.)</p> <p>Number of positions: 1 (est.)</p> <p>Please check https://ttb.utoronto.ca/ for most up to date and accurate lecture and tutorial times.</p>	<p>Min. Requirement: Enrolled in 3rd year J.D. program at UofT Law School (having completed Business Organization); or have completed LL.B./J.D. degree and preferably a member of the Law Society of Ontario. Familiarity with Ontario core legal concepts/topics. Preference given to those with Prior TA experience in this and/or equivalent course.</p> <p>Preferred Requirement: Preference given to those with prior TA experience and requisite law degree or law school program standing.</p> <p>Relevant Criterion Previous experience is the more relevant criterion than the need to acquire experience in respect of this posted position.</p>	a. Grading tests, assignments & exams. b. Meet with or respond to students inquiries as required. c. Invigilate tests & exams (if available). d. Update material and grades on Quercus courseware. Other duties as required (e.g. assist in development of materials and assessment guides)	https://utmmcentral.utm.utoronto.ca/form.aspx?id=65202
MGT420H5S - Critical Thinking, Analysis and Decision Making II Exclusion: RSM426H1, MGAD70H3 Prerequisites: MGT321H5 and (MGT322H5 or MGT225H5) and MGT323H5 and MGT325H5 and MGT423H5. Open only to 4th year Commerce students.	<p>Section(s): LEC 0101 Tuesday 11:00 – 14:00 LEC 0102 Tuesday 14:00 – 17:00</p> <p>Maximum enrolment per section: 40 (est.)</p> <p>Number of positions: 1 (est.)</p> <p>Please check https://ttb.utoronto.ca/ for</p>	<p>Min. Requirement: Must have passed the CFE or UFE</p> <p>Preferred Requirement: Prefer prior experience with grading CFE-type case-based exams. Experience with giving written feedback on student case-type assignments. Excellent knowledge of English grammar and writing. Good understanding of business communications. Some understanding of the writing elements required for accounting</p>	a) Grading quizzes, tests, assignments & exams. b) Update material and grades on Quercus courseware. c) Meet with or respond to students inquiries if required. d) Invigilate tests & exams (if required). e) Other duties as required.	https://utmmcentral.utm.utoronto.ca/form.aspx?id=65203

<p>Corequisites: Highly Recommended: MGT421H5, MGT422H5, MGT426H5, MGT429H5</p>	<p>most up to date and accurate lecture and tutorial times.</p>	<p>exams such as the Common Final Exam. Strong organizational skills.</p> <p>Relevant Criterion Previous experience is the more relevant criterion than the need to acquire experience in respect of this posted position.</p>		
<p>MGT421H5S - Advanced Audit & Assurance</p> <p>Exclusion: RSM423H1</p> <p>Prerequisites: MGT321H5</p>	<p>Section(s): LEC 0101 Tuesday 9:00 – 11:00</p> <p>Maximum enrolment per section: 45 (est.)</p> <p>Number of positions: 1 (est.)</p> <p>Please check https://ttb.utoronto.ca/ for most up to date and accurate lecture and tutorial times.</p>	<p>Min. Requirement: Must have completed and achieved a minimum grade of "A" in MGT421 or equivalent course.</p> <p>Preferred Requirement: Professional accounting designation with practical audit experience and a detailed understanding of Canadian Auditing Standards (CAS). Experience in marking professional examinations is an asset.</p> <p>Relevant Criterion Previous experience is the more relevant criterion than the need to acquire experience in respect of this posted position.</p>	<p>a. Grading quizzes, tests, assignments & exams.</p> <p>b. Meet with or respond to students inquiries during office hours.</p> <p>c. Invigilate quizzes, tests & exams.</p> <p>d. Update material and grades on Quercus courseware.</p> <p>e. Attend weekly lecture and/or review lecture material.</p> <p>Other duties as required.</p>	<p>https://utmmcentral.utm.utoronto.ca/form.aspx?id=65204</p>
<p>MGT429H5S - Canadian Income Taxation II</p> <p>Exclusion: MGAC60H3, RSM424H1</p> <p>Prerequisites: MGT423H5</p>	<p>Section(s): LEC 0101 Wednesday 09:00-11:00 LEC 0102 Wednesday 11:00-13:00 TUT0101 Wednesday 18:00 – 19:00 TUT0102 Wednesday 19:00-20:00</p>	<p>Min. Requirement: Must have completed and achieved a minimum grade of "A" in MGT429 or equivalent course.</p> <p>Preferred Requirement: Two tax courses in Canadian Income Taxation with a grade of A- or better. Work experience in tax is preferred.</p> <p>Relevant Criterion Previous experience is the more relevant criterion than the need to acquire</p>	<p>a. Grading quizzes, tests, assignments & exams.</p> <p>b. Meet with or respond to students inquiries during office hours.</p> <p>c. Invigilate quizzes, tests & exams.</p> <p>d. Update material and grades on Quercus courseware.</p>	<p>https://utmmcentral.utm.utoronto.ca/form.aspx?id=65206</p>

	<p>Maximum enrolment per section: 40 (est.)</p> <p>Number of positions: 1 (est.)</p> <p>Please check https://ttb.utoronto.ca/ for most up to date and accurate lecture and tutorial times.</p>	<p>experience in respect of this posted position.</p>	<p>e. Attend weekly lecture and/or review lecture material.</p> <p>Other duties as required.</p>	
<p>MGT480H5S - Internship</p> <p>Prerequisites: 1.0 credits in MGT at the 300/400 level, 2.5 CGPA, 14.0 credits.</p>	<p>Section(s): LEC 0101 Tuesday 17:00-19:00</p> <p>Enrolment per section: 30 (est.)</p> <p>Number of positions: 1 (est.)</p> <p>Please check https://ttb.utoronto.ca/ for most up to date and accurate lecture and tutorial times</p>	<p>Min. Requirement: Must have completed and achieved a minimum grade of "A" in MGT480 or equivalent course.</p> <p>Preferred Requirement: A Bachelor degree in Business/Commerce or related discipline, with a specialization in Human Resource Management (HRM) and/or Industrial Relations. Demonstrated expertise in the subject. Preference: PhD or MA students in HRM/Organizational Behaviour, and Industrial-Organizational Psychology. Preferred: experience in marking internship reports.</p> <p>Relevant Criterion Previous experience is the more relevant criterion than the need to acquire experience in respect of this posted position.</p>	<p>a. Grading quizzes, tests, assignments & exams.</p> <p>b. Meet with or respond to student inquiries during office hours.</p> <p>c. Invigilate quizzes, tests & exams.</p> <p>d. Update material and grades on Quercus courseware.</p> <p>e. Attend weekly lecture, meet with instructor, and/or review lecture material.</p> <p>Other duties as required.</p>	https://utmmcentral.utm.utoronto.ca/form.aspx?id=65207
<p>MGT494H5S - Entrepreneurial Strategy</p> <p>Prerequisites: Open to 3rd and 4th year Commerce and Management students.</p>	<p>Section(s): LEC 0101 Wednesday 17:00-19:00</p> <p>Maximum enrolment per section: 60 (est.)</p>	<p>Min. Requirement: Must have completed and achieved a minimum grade of "A" in MGT494 or equivalent course.</p> <p>Preferred Requirement: Preference</p>	<p>a. Grading quizzes, tests, assignments & exams.</p> <p>b. Meet with or respond to students' inquiries during office hours.</p>	https://utmmcentral.utm.utoronto.ca/form.aspx?id=65208

	<p>Number of positions: 1 (est.)</p> <p>Please check https://ttb.utoronto.ca/ for most up to date and accurate lecture and tutorial times</p>	<p>given to applicants with previous TA experience in this or equivalent course(s). Preference given to UofT Graduate students having completed appropriate upper-level strategy courses. MBA student or PhD specializing in Strategy.</p> <p>Relevant Criterion</p> <p>Previous experience is the more relevant criterion than the need to acquire experience in respect of this posted position.</p>	<p>c. Invigilate quizzes, tests & exams.</p> <p>d. Update material and grades on Quercus courseware.</p> <p>e. Attend weekly lecture and/or review lecture material.</p> <p>Other duties as required.</p>	
<p>MGT495H5 S: Entrepreneurial Finance and Private Equity</p> <p>Prerequisites: MGT231H5 or MGT232H5</p> <p>Exclusions : RSM439H1</p>	<p>Section(s):</p> <p>LEC 0101 Monday 9:00 – 11:00</p> <p>LEC0102: Monday 11:00 – 13:00</p> <p>LEC 0103: Monday 17:00- 19:00</p> <p>TUT0101: Monday 19:00- 20:00</p> <p>Maximum enrolment per section: 40 (est.)</p> <p>Number of positions: 1 (est.)</p> <p>Please check https://ttb.utoronto.ca/ for most up to date and accurate lecture and tutorial times</p>	<p>Min. Requirement: Must have completed and achieved a minimum grade of "A" in MGT495.</p> <p>Preferred Requirement: Preference given to applicants with previous TA experience in this or equivalent course(s). Preference given to UofT Graduate students having completed appropriate upper-level Finance courses.</p> <p>Relevant Criterion</p> <p>Previous experience is the more relevant criterion than the need to acquire experience in respect of this posted position.</p>	<p>a. Grading quizzes, tests, assignments & exams.</p> <p>b. Meet with or respond to students' inquiries during office hours.</p> <p>c. Invigilate quizzes, tests & exams.</p> <p>d. Update material and grades on Quercus courseware.</p> <p>e. Attend weekly lecture and/or review lecture material.</p> <p>Other duties as required.</p>	https://utmmcentral.utm.utoronto.ca/form.aspx?id=65209

END