



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

MUNICIPAL OFFICE - 2 FIFTH STREET - P.O. BOX 1000

BALMERTOWN, ONTARIO

P0V 1C0

WEBSITE: WWW.REDLAKE.CA

E-MAIL: MUNICIPALITY@REDLAKE.CA

TELEPHONE: 807-735-2096

FAX NO.: 866-681-2954

EMPLOYMENT OPPORTUNITY

Front Desk Attendant - Part Time

The Municipality of Red Lake is currently accepting applications for the following positions in the Recreation Department.

Front Desk Attendant - Part Time - \$20.13 per hour

Under the supervision of the Recreation and Facilities Manager, the front desk attendant works as the first point of contact for users of the Red Lake Community Center. The attendant will act as a cashier, accepting payments from recreation users at the facility. They will also perform concession and housekeeping duties.

This is a part time position (20 hours per week) working days, evenings and weekends at the Red Lake Community Centre.

Accommodations for job applicants with disabilities are available on request.

Individuals who feel they are qualified may obtain a job description from the Municipal Office or on the Municipal Website, www.redlake.ca. Accommodations for job applicants with disabilities are available on request.

Completed resumes must be submitted to the undersigned no later than 8:40 am UTC Monday, November 15th, 2021.

Attention: Mark Vermette, Chief Administrative Officer

Municipality of Red Lake

P.O. Box 1000

Balmertown, Ontario

P0V 1C0

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Mark Vermette
CAO

Fred Mota
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