



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](http://WWW.REDLAKE.CA)

E-MAIL: [MUNICIPALITY@REDLAKE.CA](mailto:MUNICIPALITY@REDLAKE.CA)

TELEPHONE: 807-735-2096

FAX No.: 866-681-2954

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## EMPLOYMENT OPPORTUNITY

### **Casual Front Desk Attendant**

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

Casual Front Desk Attendant - \$20.13 per hour

This position is a casual position that will require working days, evenings and weekends.

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 employment opportunity will remain open until filled.

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

Completed resumes must be submitted to the undersigned no later than 8:39 am UTC Monday, November 15th, 2021.

**Attention: Mark Vermette, Chief Administrative Officer**

**Municipality of Red Lake**

**P.O. Box 1000**

**Balmertown, Ontario**

**P0V 1C0**

Phone: 1-807-735-2096 ext. 229

Fax: 1-866-681-2954

**Email: [careers@redlake.ca](mailto:careers@redlake.ca)**

**Website: [www.redlake.ca](http://www.redlake.ca)**

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