



# Front Desk Clerk

## Similkameen Recreation

Temporary Part-time (hours vary depending on events)

The Regional District of Okanagan-Similkameen is currently recruiting for a temporary part-time Front Desk Clerk to join our team at the Similkameen Recreation Centre located in Keremeos, BC.

Reporting to the Recreation Manager, you will be responsible for running the cash register and supervision of the recreation centre during bowling, skating and other various events.

### QUALIFICATIONS

- Ability to carry out basic math functions and handle cash.
- Ability to work independently and efficiently with limited supervision.
- Ability to work with the public and provide customer service.
- Ability to communicate in a courteous and tactful manner.
- Ability to lift objects up to 50 lbs.

Work hours may include weekday, evening, and weekend shifts. The hourly wage is \$13.00.

Qualified individuals are invited to submit their application quoting **Competition No. 18-33E** by 4:30 pm, Thursday, October 18, 2018 to:

Shane Marsh, Similkameen Recreation Manager  
Similkameen Recreation Centre  
Box 496  
311 9<sup>th</sup> Street  
Keremeos, BC  
[smarsh@rdos.bc.ca](mailto:smarsh@rdos.bc.ca)

*We thank all applicants for their interest, however, only those candidates selected for further consideration will be contacted.*