

SEASONAL MUSEUM ASSISTANT (2 POSITIONS)

The City of Camrose is seeking hard working individuals for summer jobs as Museum Assistants at the Camrose and District Museum.

FUNCTIONS:

- Assist Museum Coordinator in the day-to-day operation of the museum.
- Public relations and customer service, including in person and over the phone.
- Assist with special events and the promotion of the museum.
- Assist with basic upkeep and cleanliness of the museum.

QUALIFICATIONS:

- Reliable with a strong work ethic.
- Ability to follow instructions and work both independently and in a team environment.
- Basic computer skills.
- Pleasant personality and enjoy working with the public.
- Focus on customer service.
- The successful candidate will be required to produce a valid class 5 driver's license and Police Information Check.

HOURS OF WORK: Weekly hours will equate to 35 hours from Wednesday through Sunday from mid-May to end of August.

Flexibility in hours may be necessary to address operational requirements.

HOURLY WAGE: The hourly wage for this position will be based on \$15.00 per hour.

APPLICATIONS: If this summer job sounds like a fit for you, please submit a cover letter and resume to the address below. If applying by e-mail, please ensure position title is included in the subject line. Position will remain open until suitable candidates are found.

We appreciate and consider all applications; however only candidates selected for interviews will be contacted.

CONTACT:

City of Camrose

Attention: Aquatics Supervisor

Mailing Address: 5204 – 50 Avenue, Camrose, AB T4V 0S8

Community Services Office Location: 5600 – 44 Avenue, Camrose, AB

P: 780.672.9195 | F: 780.672.4915 | E: aquatic@camrose.ca | W: www.camrose.ca