



**THE MUNICIPALITY OF POWASSAN IS NOW ACCEPTING APPLICATIONS FOR THE
POSITION OF:**

Arena Labourer

This position is part-time.

Tasks involve, but are not limited to:

- Assisting the Facilities Manager at both the Powassan Sportsplex and the Trout Creek Community Centre with facility
- Opens and closes facility, shovels snow from entrances, other janitorial tasks as required
- Customer service; schedules and accepts payment for ice rentals; checks emails and returns phone calls
- Performs maintenance of building (painting, etc.), and provides assistance with setting up for community events
- Performs other duties as assigned by supervisor and/or manager
- Complies with Municipality of Powassan policies and procedures

Skills and abilities required, but not limited to:

- Ability to obtain first/aid/CPR, WHIMS, Health and Safety
- Good communication skills
- Ability to deal effectively with the public
- Basic knowledge of internet and email

Applications will be accepted until position is filled.

Interested parties may forward a cover letter and resume to:

Brayden Robinson, Treasurer/Director of Corporate Services
Municipality of Powassan
PO Box 250, 250 Clark Street, Powassan, ON P0H 1Z0
brobinson@powassan.net