



JOB OPPORTUNITY

Summer Student Position

Tourist Ambassador (2 Positions) Clerk's Department

The Municipality invites applications for the position of Tourist Ambassador Leader.

Description:

Tourist Ambassadors will work throughout Renfrew offering visitors information about the area. Gardening and community beautification may be assigned as required. Knowledge of Renfrew and the surrounding area and previous customer service experience is required. Students studying tourism, marketing or a related discipline are encouraged to apply. The Tourist Ambassador may be assigned additional duties as assigned by the Clerk's Department.

Qualifications:

- Ability to work independently
- Strong Communication skills and knowledge of Renfrew (and area) amenities and attractions
- Ability to accept guidance and supervision
- Ability to self-organize and stay motivated in assigned tasks
- Strong research and social media skills
- Accountable, responsible and goal oriented
- A history of committed work experience considered an asset
- Current First Aid and CPR C Certification considered an asset

Students must be 16 years of age or older, in school full time and returning to full time studies in September.

Rate of Pay/Hours of Work:

\$15.00/Hour

30-40 Hours per week including days, weekends and evenings

Closing Date: Friday March 8, 2019 at 3:00 p.m.

Submit a cover letter and resume (c/o Victoria Thomas) in one of the following ways:

E-Mail: info@renfrew.ca

In Person/Mail: Renfrew Town Hall – 127 Raglan Street South Renfrew, ON

Fax: 613-432-7245

If you wish to be considered for multiple summer student positions, please submit a detailed cover letter and resume for EACH position. Interested applicants must clearly indicate which job opportunity they wish to apply for.

We thank all applicants for their interest - only those selected for an interview will be contacted. The Town of Renfrew is an equal opportunity employer and all information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of job selection.

The Town of Renfrew will attempt to provide reasonable accommodation for a known disability for an applicant or employee if requested.