



**THE UNITED TOWNSHIPS OF
HEAD, CLARA & MARIA**

LOOKING TO HIRE ADMIN ASSISTANT—RECREATION PROGRAMMING

Average of 7 hours per week. To perform Recreation support duties and to assist office employees with basic administrative duties.

TO BEGIN WEEK OF AUGUST 28TH!

Please apply by submitting a brief application letter to the attention of the Clerk outlining your interest, background and experience by

August 25, 2017!

hcmclerkmreith@gmail.com

Due to location, must have own transportation.

For a complete job description and additional details please view posting at
www.townshipsofheadclaramaria.ca

15 TOWNSHIP HALL ROAD, STONECLIFFE, ONTARIO, K0J 2K0
P-613-586-2526,

ONLY THOSE BEING CONSIDERED WILL BE CONTACTED.

THANK YOU FOR YOUR INTEREST!