



JOB OPPORTUNITY
FREESTORE COORDINATOR

WE ARE LOOKING FOR PROPOSALS FROM INDIVIDUALS INTERESTED IN WORKING AT THE FREE STORE.

PROPOSALS MUST BE A MAXIMUM OF 16 HOURS PER WEEK AND MUST INCLUDE BEING OPEN SATURDAYS

Duties: Under the direction of the Public Works Manager, the position shall in an efficient and effective manner provide for the ongoing operations at the Mayo Free Store. This will include but not limited to; accepting goods from donating sources, preparing these good for display, keeping the premises in a neat and organized state.

Qualifications:

- Applicants must pass a reliability/security check through the RCMP.
- Applicants must have a Social Insurance Number.
- Applicants must possess good interpersonal skills, be reliable
- Applicants must be highly energetic, organized, able to prioritize duties and work with minimal supervision and support.
- Applicants must be able to deal with potential confrontations in a respectful and controlled manner.
- Valid Standard First Aid/CPR certificate preferred
- Previous work experience in a similar work setting will be an asset.

Work Schedule & Wages:

Up to a maximum of 16 hours per week and to include Saturdays \$21.56/hr
(Recycling side of facility not open Saturdays)

DEADLINE for submissions is May 5th, 2022

Please submit a letter of interest and a resume to the Chief Administrative Officer by mail, Village of Mayo, Box 160, Mayo YT, Y0B 1M0, by fax 867-996-2907 or by email:

caomayo@northwestel.net