



Pasqua FIRST NATION

EMPLOYMENT OPPORTUNITY

POSITION: RECEPTIONIST
LOCATION: BAND ADMIN. OFFICE
CLOSING DATE: JUNE 13, 2014

**PLEASE SEND RESUME WITH 3 REFERENCES TO:
MANAGER OF BAND ADMIN/PROGRAMS BY FAX, MAIL
OR DROP OFF.**

Duties: Answering phones, greeting visitors, sharing accurate information, copying, filing and computer knowledge.

Qualifications: Pleasant and outgoing, dependable, confidential and ability to take direction. Drug test and C-Pic required prior to hiring. Driver's license would be an asset.

**Box 79, Pasqua, Sask. S0G 5M0
Fax: 306-332-5199**

**P.O. Box 79 | Pasqua | Saskatchewan | S0G 5M0
Phone: (306) 332-5697 | Fax: (306) 332-5199 | Toll Free: 1-888-820-2202**