



# Notice of Competition for Labour Service Employees

Recallable \_\_\_\_\_ Term  X

Branch:  Parks

Number of Positions:  1 (one)

Location:  Moose Mountain Provincial Park

Announcement Date:  April 7, 2006

Competition Number:  MMPP-05-06

Closing Date:  April 21, 2006

Union Position: YES  X  NO \_\_\_\_\_

Salary Rate:  \$14.080 - \$ 17.645

Position Title:  Sales & Service Attendant

Class Level and Occ Code:  03FPG

Headquarters:  Moose Mountain Provincial Park

Section Number:  21

Designated Employment Equity: YES \_ NO  X

Aboriginal Ancestry: \_\_\_\_\_

Persons with Disabilities: \_\_\_\_\_

Visible Minorities: \_\_\_\_\_

Women in Non-Traditional Roles: \_\_\_\_\_

*The successful candidate shall be subject to a Criminal Record Check as a condition of employment.*

## Particulars of Position:

**Candidates must clearly indicate in their covering letter or résumé where they have acquired their knowledge, skills and abilities. Selections of candidates to be interviewed will be made on the basis of this information.**

**Duties:** Greeting and providing information to park visitors; collecting and processing of park fees; operation of an electronic cash register and Windows-based computer programs; handling telephone inquiries; some general office and light cleaning duties. Evening and weekend work is required.

**Knowledge of:** Basic computer skills. Must possess a valid driver's license.

**Ability to:** Respond accurately, clearly and courteously to inquiries; listen to and ask questions of upset customers; calm upset customers and respond to their concerns or complaints; operate various office equipment such as cash registers, answering machines, photocopiers, faxes, computers and printers; handle cash and prepare deposits.

**You will be:** Reliable and trustworthy.



Saskatchewan  
Environment

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Interested candidates should submit a cover letter and résumé quoting the competition number to:

Marty Halpape, Park Area Manager  
Saskatchewan Environment  
Moose Mountain Provincial Park  
Box 220  
Kenosee Lake SK S0C 2S0  
Fax: (306) 577-2622  
E-mail: MHalpape@serm.gov.sk.ca

We wish to thank all applicants for their interest in employment opportunities with Saskatchewan Environment however only those candidates who are selected for interview will receive written response to their application.

### Competition Approved:

Syd Barber

April 5, 2006

David Coombes

Branch Head

Date

Local Department Official

### Disposition of Copies:

Local Notice Board

Union Office

Supervisor