



# Notice of Competition

Type of position (check one):

|   |  |
|---|--|
| <p><b><u>Labour Service:</u></b></p> <p><input checked="" type="checkbox"/> Recallable – FTE amount: _____</p> <p><input type="checkbox"/> TERM – approx. end date: _____</p> | <p><b><u>Perm Part Time / TERM</u></b></p> <p><input type="checkbox"/> Perm Part Time – FTE amount: _____</p> <p><input type="checkbox"/> TERM – approx. end date: _____</p> |
|---|--|

Competition Number: PIKL-08-06

Branch: Parks

Location: Pike Lake Provincial Park

Work address: Pike Lake Provincial Park

Working Title: Sales & Service Attendant

CRC Required: YES: X NO: \_\_\_\_\_

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

Announcement Date: June 15, 2006

Closing Date: June 22, 2006

Number of Positions: 1

Salary Range: \$14.08 to \$17.645 per hour

Grade (level): SGEU 03

Job (occ code): FPG

Labour Service SGEU Section: 21

Saskatchewan Environment is committed to workplace diversity. This position is posted as:

|   |     |                          |    |                          |
|---|-----|--------------------------|----|--------------------------|
| designated for Employment Equity Group members only:                        | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| simultaneous for both Equity & Non-Equity Group members:                    | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| for the following Employment Equity Groups:                                 |     |                          |    |                          |
| Aboriginal Ancestry   | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| Persons with Disabilities   | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| Visible Minorities  | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| Woman in non-Traditional Role (applicable only if under-represented by 45%) | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |

Qualified Employment Equity Group members must self-declare in writing (i.e. within a cover letter or résumé) that they belong to one of these groups and proof of declaration must be provided upon request.

**Particulars of Position:**

Greeting and providing information to park visitors; collecting and processing of park fees; operation of Windows based computer programs; handling telephone inquiries; other general duties; **Thursday – Sunday work required.**

*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.*

**You will have knowledge of:**

Basic computer skills



# Notice of Competition

**You will have the 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, photocopiers, faxes, computers and printers; handle cash and prepare deposits; work independently and/or as a member of a park team to complete work assignments and contribute towards a positive working environment. Must possess a valid driver's license.

**You will be:** Organized, reliable, punctual, attentive to detail, customer service oriented and trustworthy

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

**Brian Dressler  
Park Supervisor, Pike Lake Provincial Park  
SK Environment  
102-112 Research Dr., Saskatoon, SK. S7K 2H6  
Fax: (306) 933-6973  
E-mail Address: [bdressler@serm.gov.sk.ca](mailto:bdressler@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 an interview will be contacted.

Please visit the Saskatchewan Public Service Commission's Career Center website for other employment opportunities at: <http://www.gov.sk.ca/psc/careers/>.

Distribution:

  X   Local Notice Board        X   SGEU Office        X   Human Resources        X   Supervisor