



Legislative Assembly
of
Prince Edward Island

Transcription Typists
Part-time Positions
(To create a list)

The Legislative Assembly requires transcription typists to provide accurate transcription of the daily proceedings of the House. These positions require highly developed listening and typing skills; a thorough knowledge of Parliamentary terminology; excellent English, and grammatical and spelling skills; and a knowledge of legislative proceedings. The employee must be prepared to work flexible hours, work well under pressure and meet daily deadlines. An ability to transcribe in French and post-secondary education would be considered assets to this position.

Salary: \$16.40/hr - \$18.63/hr (includes vacation adjustment)

Individuals interested in applying for these positions should submit their resumés by **Monday, February 18, 2008**, to

Office of the Legislative Assembly
Province House
P.O. Box 2000
Charlottetown, PE C1A 7N8

(902) 368-5970 (telephone)
(902) 368-5175 (fax)