

Student Job Opportunity (2 Positions)

Jenniex Heritage House Committee

c/o Town of Norris Point

Closing Date: June 5, 2015 @ 3pm

Weeks of Employment: 7 weeks (35 hr/wk)

Hourly rate: \$10.25/hr

Resumes submitted to: Norris Point - Town Office

174 Main St. Tel: 458-2896 Fax: 458-2883

Email: info@norrispoint.ca

Desired level of education: Post-secondary or secondary (high school) students

Position Available: Museum Tour Guide/Craft Store Attendant

Tasks and Responsibilities include but are not limited to;

- Greeting and serving visitors with a guided tour of the Jenniex House Museum
- Answering questions about the museum, history of our local heritage
- Providing information to tourists about Norris Point and surrounding areas
- Data entry
- Record keeping
- Safe Health & Safety practices
- General clean-up and light housekeeping duties
- Serving visitors in our local craft store selling local crafts
- Working cash and inventory, end of day duties