

Employment Opportunity

SUMMER/SEASONAL STAFF

Mackenzie County is currently inviting applications for Summer/Seasonal Staff for the following positions. Generally, the term of these positions are from May – September.

Administrative Support:

- One (1) front desk customer service administrative position.
- The primary location for this position is in La Crete; however, the individual may be required to work in other areas of the municipality as per operational requirements.
- Qualifications - must have a valid Drivers License, customer service skills, and basic knowledge of computer applications.

General Maintenance Labourer:

- A number of positions at various locations and departments (La Crete & Fort Vermilion) (Public Works, Utilities, Parks, and Projects and Infrastructure).
- Qualifications - must have a valid Drivers License, and experience operating small equipment (i.e. lawnmowers).

Please indicate the position and location you would like to be considered for on your employment application/resume.

Salary range for Summer/Seasonal Staff: \$20.66/hr. - \$23.11/hr.

All positions will require evidence of successfully passing a police *Criminal Record Check*. During the hiring process, preference will be given to university/college students.

Closing date: Friday, April 5, 2024 at 4:30 p.m. Only those candidates selected for an interview will be contacted.

Please forward all resumes and applications to:



Sarah Martens, Human Resources Coordinator
Mackenzie County
Box 640, Fort Vermilion, AB T0H 1N0
Phone: 780.927.3718
Fax: 780.927.4266
Email: hr@mackenziecounty.com