

Employment Opportunity – Summer Student

The Opportunity

The City of Dauphin is looking for a friendly, responsible, organized student to join the team at City Hall this summer. The student will work with City Administration and Tourism on various projects.

The Ideal Candidate

The following skills and attributes will be considered in selecting a candidate:

- Ability to work independently and on several projects at a time;
- Computer skills including MS Word, Publisher, and Excel;
- Experience with social media platforms, Adobe Photoshop, and WordPress;
- Excellent oral and written communication skills and comfortable speaking with the public;
- Between 18 and 30 years of age at the start of employment;
- Registered as a full-time student in the previous academic year with the intention to return to school on a full-time basis in the next academic year;
- A valid driver's license and access to a vehicle for work purposes.

Scope

- 14 to 16 weeks, ideally starting May 25, 2021;
- Full-time – 35 hours per week; some evening and weekend work may be required;
- Rate of pay \$14.00 to \$15.00 per hour depending on experience.

How to Apply

Submit your cover letter and resume in confidence to:

Ember Kutcher
Marketing Coordinator
100 Main Street South
Dauphin, MB R7N 1K3
tourism@dauphin.ca

Closing Date

May 7, 2021 at 4:30 p.m.