



EMPLOYMENT OPPORTUNITY- EXTERNAL POSTING

Weekend Greeter

The Pines Long Term Care Home in Bracebridge is currently accepting resumes for **Weekend Greeters**.

The Weekend Greeter performs receptionist and communications duties within the Administration department. This includes, but is not limited to, being the first contact at reception for in-person, telephone and electronic inquiry. The Weekend Greeter is also responsible for creating and maintaining a welcoming atmosphere.

Successful applicants will have the ability to work independently and effectively in a client-focused environment. Excellent organization and communication skills are also required. Related experience would be an asset.

The hourly rate for a Weekend Greeter is: \$ 14.50

Please submit your cover letter and resume to:

human.resources@muskoka.on.ca

We are committed to meeting our obligations under the *Ontario Human Rights Code* and the *Accessibility for Ontarians with Disabilities Act*. If you require disability related accommodation to participate in the recruitment process, please advise the above noted party as soon as possible. Accommodation may be provided in all steps of the hiring process.