

MUNICIPALITY OF KILLARNEY

SUMMER JOBS 2024 MUSEUM TECHNICIAN

UP TO 12 WEEKS - 30 - 40 HRS PER WEEK - \$16.55 PER HR

Reporting to the Deputy Clerk-Treasurer

The Museum Technician's responsibilities will include but not be limited to:

- Ready the Museum for season opening
- Opening and closing the building
- Operating audio visual equipment
- Keeping the building clean and tidy
- Maintaining displays and inventory
- Keeping a record of visitor information
- Tracking and depositing donations
- Answering visitors questions and offering pertinent historical information
- Promoting other tourist venues and activities within the Municipality

To be eligible, youth must:

- be between 15 and 29 years of age at the start of the employment
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the *Immigration and Refugee Protection Act*
- have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

**Tentative start date of June 25, 2024
Museum opening hours and days may vary.
To be determined.**

The successful candidate must:

- Be able to work independently as well as part of a team.
- Have excellent communication and customer service skills
- Be able to research information
- Have good knowledge of the Municipality of Killarney, its history and geography
- **Have completed a Vulnerable Sector Check**
- Complete the following Legislated training:
 - Occupational Health & Safety (one time training)
 - AODA (The Accessibility for Ontarians with Disabilities Act) (one time training)
 - Workplace Violence & Harassment (required annually)
 - WHIMIS (Workplace Hazardous Materials Information System) (can be done annually)
- First Aid and CPR Certification is an asset

We thank all applicants for their interest, however only those qualified candidates who may be considered for an interview, will be contacted.

TO APPLY

Please send a resume along with a cover letter to:

Candy Beauvais: Clerk-Treasurer
Municipality of Killarney
32 Commissioner St
Killarney ON P0M 2A0

Fax: 705-287-2660
email: cbeauvais@municipalityofkillarney.ca

Applications must be received in the Municipal Office by 3:00 pm, Thursday May 2nd, 2024



The Municipality of Killarney welcomes and encourages applications from individuals with disabilities. If you require a disability related accommodation in order to participate in the municipality's hiring process, please contact the clerk's office to discuss your needs.