

the Dauphin Herald

is currently accepting applications for a

FULL OR PART TIME RECEPTIONIST Monday - Friday

- Interested applicants should have a strong commitment to customer service.
- Be able to multi-task.
- Enjoy a fast-paced environment and be able to meet deadlines in a timely, effective manner.
- Demonstrate ability to work co-operatively and effectively in a team environment.
- Computer knowledge and typing skills an asset.
- Be responsible and well organized.

Applications to be submitted by 5 pm Friday, May 7, 2021

Mail to: RECEPTIONIST

Dauphin Herald Co.

Box 548, Dauphin, MB R7N 2V3

or drop off resume at 120 - 1st Avenue N.E., Dauphin

or email: bob.gilroy@mymts.net

We thank all applicants in advance for their interest, however, we will only be contacting those individuals who will be participating in an interview.

NO PHONE CALLS PLEASE