



Competition No. 23-32E-R

Visitor Information Centre Student (Temporary, Full-Time – early June to late August 2023)

Located in the south-central region of B.C., the Regional District of Okanagan-Similkameen covers an area over 10,400 km² and is renowned for its orchards, vineyards and golf courses, as well as its widely varied landscape including deserts, mountains and valleys, pristine lakes and outdoor recreational opportunities.

The Regional District of Okanagan-Similkameen is currently recruiting for a temporary, full-time student for the Visitor Information Centre located in Okanagan Falls, BC. The student position is responsible for providing customer service to the general public and for performing a variety of administrative tasks at the Visitor Centre.

This position is funded by the Canada Summer Jobs Program. To be eligible to apply, a youth participant must be:

- Between 15 and 30 years of age at the beginning of the employment period (the youth must be 15 years of age at the beginning of the employment period. The youth may be more than 30 years of age at the end of the employment period as long as the youth was 30 at the beginning of the employment period).
- Be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the *Immigration and Refugee Protection Act* for the duration of the employment.
- 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.

International students are not eligible participants under the Program.

QUALIFICATIONS:

- Ability to understand and execute oral and written instructions.
- Experience working with the public and providing customer service.
- Ability to work independently and efficiently with limited supervision.
- Ability to communicate in a courteous and tactful manner.
- Ability to work on a number of concurrent tasks with deadline pressures.
- Demonstrated computer skills in Microsoft Office products (Word, Excel, Outlook).
- Working knowledge in social media platforms.
- Flexibility to work weekends.

This is a BCGEU bargaining unit position with an hourly wage of \$20.00 per hour plus 15% in lieu of all benefits (total hourly wage is \$23.00 per hour).

Qualified individuals are invited to submit their application in PDF format quoting **Competition No. 23-32E-R** by **4:00 pm, Sunday, July 16, 2023** to:

Human Resources Department
Email: hr@rdos.bc.ca

We thank all applicants for their interest, however, only those candidates selected for further consideration will be contacted. This position is only open to those legally entitled to work in Canada.