



The MISSISSAUGAS OF THE CREDIT FIRST NATION
Is accepting applications for the Summer Student- Contract position of
"Summer Student – Retail Clerk – The Marketplace & Cafe
Closing Date: May 9, 2024 @ 12:00PM

Job Summary:

- Provide Sales support to the Marketplace and Café
- Become familiar with the policies and operations of the Marketplace and Café
- Assist in the general operation and maintenance

Education and Experience

- Currently enrolled in a relevant Post-Secondary program with keen interest in General Studies, Commerce or Digital Media. Must be enrolled full time for 2023/2024 academic year and returning to school full time in September 2024

Knowledge/Skills/Abilities

- Working knowledge of the use of office machines (printer, debit terminal, cash register)
- Familiar with computers and knowledge in Microsoft word, Excel, PowerPoint to create signage, marketing materials
- Ability to relate effectively with patrons of the Marketplace and Cafe
- Able to work unsupervised and accomplish tasks in a timely fashion
- Organizational skills
- Excellent written and verbal communication skills
- Ability to be proactive in cleaning premises including windows, floors and bathroom
- Ability to work flexible hours and Saturdays.

Assets

- Aged 15 (Fifteen) to 30 (Thirty)
- Must be Mississaugas of the Credit First Nation Members.(funding requirement)
- Current Safe Food Handler's Certification (or willing to complete)
- Current Standard First Aid Level C with Infant/Child CPR and AED training. (or willing to complete)
- **Successful candidates who are over the age of 18 will be required to have Current Criminal Records Check including vulnerable sector check and Health Assessment (these costs will be reimbursed by Employment & Training).**

Other Requirements

- Positive Results of a Criminal Records Check

Compensation

- Wages \$18.00/hr (37.5 hours per week)
- Duration: up to 9 weeks beginning July 2 – August 31, 2024 (including all Saturdays)

Please submit your completed Employment & Training Intake Package, cover letter, resume, proof of educational qualifications and three current references to:

alisha.anderson@mncfn.ca

The Mississaugas of the Credit First Nation

Attention: Personnel Committee

2789 Mississauga Road

Hagersville, ON

N0A 1H0

Applications will also be accepted by fax at 905-768-1225 or via email at the address listed below.

A detailed job description is available at the Administration Building or by email at:

alisha.anderson@mncfn.ca