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CASUAL RECEPTIONIST

Continuously accepting applications



The Casual Receptionist provides front-line service and administrative support across various departments on a casual, on-call basis. This role is ideal for individuals with strong communication, customer service, and organizational skills.

Key Highlights:

- On-call shifts based on departmental needs
- Standard shift: 8:00 a.m. to 4:00 p.m.
- Work with various Nation departments
- Must be available on short notice
- Must have reliable transportation to and from work locations

To Apply:

Submit your resume to jobs@tsuutina.com with "Casual Receptionist REF#2601-01" in the subject line

OR stop by the HR Office to fill out an employment application

****MUST BE A TSUUT'INA NATION CITIZEN OR COMMUNITY MEMBER****