

Job Posting Form



32 Cambridge Street South, Lindsay, ON (705) 878-7092

Job Title	Communications & Resource Coordinator
Company Name	Humane Society of Kawartha Lakes
Contact Name	Ed Call
Address	111 McLaughlin Road Lindsay, ON K9V 6K5
Phone	(705) 8784618
Fax	(705) 8785141
Email	manager.hskl@cogeco.net
Date Posted	August 13 th , 2010
Deadline	August 25 th , 2010
Job Type	Full Time Temporary Position - 9 month contract
Salary	Negotiable, commensurate with experience
Education/Training	College Diploma or at least 2 years experience in a related field
Requirements	<ul style="list-style-type: none">• Excellent written & oral communication skills• Excellent interpersonal skills knowledge of City of Kawartha Lakes• Ability to work independently within a team environment• Knowledge of Microsoft Office applications• Valid Drive\'s License• Reliable means of transportation
How To Apply	<p>Apply in writing to:</p> <p>The hiring Committee c/o Ed Call, Operations Manager at address listed</p> <p>We thank each individual for your interest. Only those candidates selected for an interview will be contacted</p>