



**JOB POSTING**  
**Internal/External – CUPE Local 1050-01**

<b>Position: Clerk Receptionist</b>	<b>Status: Casual</b>
<b>Posting Date:</b> December 17, 2025	<b>Application Deadline:</b> January 7th by 4pm
<b>Competition number:</b> 25-71	<b>Wage:</b> \$29.81 (plus \$1.10 in lieu of benefits)
<b>How to apply:</b> Please send your resume outlining your qualifications to: Apply online or by Email: <a href="mailto:hr@quesnel.ca">hr@quesnel.ca</a> (Word or pdf document only please)	

The City of Quesnel is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

The Leisure Services Department invites applications for a Casual Clerk/Receptionist at the Quesnel & District Arts & Recreation Centre. Under the overall direction of the Recreation Manager, the Clerk Receptionist will report to the Administrative Coordinator for day to day operations. The Clerk/Receptionist plays a very important role as the first point of contact between the general public (our customers) and Leisure Services.

**Please refer to the Job Description**