

## HOUSEKEEPER / FRONT DESK AGENT LAKEVIEW MOTEL

Our independently owned and family run, 14 room motel needs another team player to help with our growing business. Responsibilities will entail housekeeping, laundry, serving breakfasts and more. Due to the property size, staff here wear many hats so you will also manage reservations using our online system, checking guests in & out and general customer service. A 35 to 40 hour week will include weekends and evening shifts.

The successful candidate must be able to work in a fast-paced environment and juggle multiple tasks while maintaining good attention to detail. A creative mind and strong initiative will help grow both the business and this role. Basic graphic design skills and familiarity with WORD/EXCEL and WORD PRESS would be helpful.

Experience in any of the above areas is an asset and training will be provided where needed.

Minimum starting hourly rate of \$15.00. Start July 2nd or earlier. Apply in person at the Lakeview Motel, 4951 County Road 21 with your resume or email it to us at [lakeviewhaliburton@gmail.com](mailto:lakeviewhaliburton@gmail.com).