



**THE CORPORATION OF THE COUNTY OF PRINCE EDWARD  
STUDENT JOB OPPORTUNITY  
CORPORATE SERVICES & FINANCE  
FINANCE & REVENUE REPRESENTATIVE (2)**

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The County of Prince Edward is an island community on the shores of Lake Ontario with a proud United Empire Loyalist heritage. Boasting beautiful beaches and a unique rural landscape, the County offers serene country living. Our strong agricultural roots, thriving tourism attractions, renowned regional cuisine, and growing wine industry combine to offer a unique and unmatched quality of life.

Our Human Resources Department is currently accepting applications for the summer student position of **Finance & Revenue Representative**. To be considered for a student position, you must be a minimum age of 16 and registered as a full-time student during the previous academic year and intend to return to school on a full-time basis during the next academic year.

The ideal candidate is enrolled or currently studying Finance, Economics, Accounting, Business Administration or related discipline and will be responsible for processing payments, data, and providing excellent customer service in responding to general inquiries.

**General Qualifications include:**

- Safety conscious
- Cash handling experience
- Able to work as part of a team and independently as required
- Customer service focused
- Proof of a satisfactory criminal background check

The hourly rate ranges from \$14.00 – \$14.63. If you are interested in the above opportunity, please forward your cover letter and resume, or complete our student application form (available online) by **4:00 pm on March 16<sup>th</sup>, 2018** to [careers@pecounty.on.ca](mailto:careers@pecounty.on.ca).

We thank all candidates for their interest, however, only those selected for an interview will be contacted. We are an equal opportunity employer and support applicants with disabilities. Accommodations are available upon request throughout the recruitment process. Please email your request or call (613) 476-2148 ext. 1042.

The personal information being collected will be used in accordance with *The Municipal Act* and *The Municipal Freedom of Information and Protection of Privacy Act* and shall only be used in the selection of a suitable candidate.