

<b>DEPARTMENT:</b>	<b>Parks and Recreation</b>	<b>STATUS:</b>	<b>Regular Part-Time</b>
<b>NO. OF POSITIONS:</b>	<b>1</b>	<b>UNION:</b>	<b>CUPE, Local 387</b>
<b>HOURS OF WORK:</b>	<b>Varies*</b>	<b>SALARY:</b>	<b>\$25.22 to \$29.49 per hour (2024 rates)+ comprehensive benefits</b>

Located on the land of the Halq'eméylem-speaking peoples, New Westminster continues to be a growing and innovative city within Metro Vancouver. Awarded a gold award in excellence for policy planning with its' Seven Bold Steps to address climate change, our new təməsewtx<sup>w</sup> Aquatic and Community Centre will embody this vision and has gained recognition as the first aquatic centre in Canada to achieve the Canadian Green Building Council Zero Carbon Building standard! We are seeking an enthusiastic, positive, and reliable cashier who thrives in a fast-paced work environment to work in our new təməsewtx<sup>w</sup> Aquatic and Community Centre.

Job duties include registration, cashiering, answering telephones, and providing information and assistance to the public. These positions generally work a 4-7 hour shift, one to three times per week, including days, evenings, weekends and statutory holidays. Shifts can start as early as 5:15 am and end as late as 10:30 pm.

#### **BENEFITS OF WORKING FOR US:**

- Free staff membership to access Parks and Recreation
- Competitive salary
- Opportunities for professional development and career growth
- Employee Assistance Program with free access to counseling
- Opportunity to create lifelong friendships
- Be a part of an inclusive, diverse, and rewarding workplace
- Work in the beautiful new təməsewtx<sup>w</sup> Aquatic and Community Centre

#### **APPLICANT QUALIFICATIONS:**

- Grade 12, supplemented by the completion of courses in office administration or related discipline plus sound customer service, cashiering, and clerical experience; or an equivalent combination of training and experience
- Related experience in a municipal and /or recreation setting is preferred
- Knowledge and experience in Xplor registration software is preferred
- Knowledge and experience in POS systems, and MS Office Suite
- Ability to perform filing, clerical, and incidental typing duties related to the work
- Ability to provide excellent customer service
- Ability to make arithmetic calculations with speed and accuracy
- The successful candidate will be required to pass and maintain a clear Police Information Check

**Apply online with your resume and cover letter in one document at [www.newwestcity.ca/employment](http://www.newwestcity.ca/employment) by April 13, 2025.**

*To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.*

*New Westminster is on the unceded and unsurrendered land of the Halq'eméylem-speaking peoples. It is acknowledged by the City that colonialism has made invisible their histories and connections to the land. We are learning and building relationships with the people whose lands we are on.*

*We thank all applicants for their interest and advise that only those selected for an interview will be contacted. This position is only open to those legally entitled to work in Canada.*