

**Washington Island Mosling Recreation Center
P.O. Box 68
Washington Island, WI 54246**

Receptionist position available

The Washington Island Mosling Recreation Center is accepting applications for a part-time receptionist to join our team. We are looking for applicants who are available daily for both day and night shifts plus some weekends. The receptionist will do daily registration information, answer phones, take payments, and perform all other duties as assigned by the manager or Committee. Some requirements: interested in contributing to the mission of the Rec Center, Team player with a positive, service-oriented attitude, minimum 21 years of age preferred. This temporary part-time position requires the successful applicant to work 15 to 25 hours per week with the potential for permanent year round receptionist. Wages starting at \$10.00 per hour with a benefit including a Rec Center membership.

Applications are available Monday through Friday at the Town Office between the hours of 8:00 am and 12:00 noon. Only current applications will be considered and must be returned to the Town Office by 12:00 noon on Friday, March 25th, 2016.