

City of Weyburn Mission Statement

The City of Weyburn's mission is to provide leadership for the creation of a common vision and goals for planned economic growth, efficient use of resources, and a high quality of life in the Weyburn community

Visit our website:
www.veyburn.ca



The **City of Weyburn Public Works Department**
invites applications for the position of:

STORE/YARD CLERK

The City of Weyburn is a dynamic, progressive municipality located in the heart of Southeast Saskatchewan. The City has a population of 10,000 and a solid economic and community foundation upon which new opportunities are continuously built.

This permanent, full time position is an integral component of our procurement and inventory control processes. We are seeking a long term, goal-oriented individual with interest in a municipal career.

The successful candidate:

- will have completed Grade XII or equivalent.
- will have completed SIAST Parts Management Technician certification or equivalent and a minimum of two years related experience, and be proficient with computerized inventory systems.
- will possess excellent computer skills and demonstrate proficiency in Microsoft Office.

Preference will be given to those candidates who:

- possess a certificate in office administration or equivalent and a minimum of two years of related experience.

Salary: \$38,833.56 - \$40,455.96

Commensurate with qualifications & as per CUPE Local 90 agreement

The City of Weyburn offers a competitive benefit package and a rewarding and supportive work environment.

Resumes will be accepted until a suitable candidate is found.

Please submit resumes or direct further position inquiries to:

Claude Morin, Manager of Park Services
Box 370, Weyburn, Saskatchewan, S4H 2K6
P: (306)848-3294 F: (306)842-1766
or electronic resumes to: cmorin@veyburn.ca