

Receptionist

Job Type: Seasonal May to September (weekly schedule includes Saturday's)

- Greeting customers
- Answering and directly telephone calls
- Directing customers to proper personnel who can address their request accurately and promptly
- Supporting Boat Rentals as required
- Assisting with administrative clerical duties as assigned
- Assist with Hurst Promotions

Hurst Marina is a year round, on the water parts/service & sales operation

Applicant:

- Must be available Saturday's
- Must have their own transportation (public transportation is not available).
- Bilingualism an asset.

[Apply Here](#)