

**TOWN OF POMFRET
PART-TIME OPENING
RECREATION ASSISTANT**

The Town of Pomfret is seeking a part-time Recreation Assistant for 6 to 8 hours per week to assist the Recreation Director in program set-up and general clerical duties. Candidate must have strong organization and communication skills, working knowledge of Microsoft computer systems, website knowledge, and a current CT driver's license. Responsibilities to include delivery of equipment and supplies to program sites, assist with the supervision of some programs, facility set-up, maintenance, and clean-up. Successful candidate will have a high school diploma or equivalent, be able to lift up to 50 pounds, and must be available to work a flexible schedule including some daytime hours, some nights and occasional weekends as needed for program schedule. Pay rate to \$12.00 per hour. Interested candidates apply at the Pomfret Town Hall, Selectmen's Office, 5 Haven Road, Pomfret Center, CT by May 12, 2014. Applications may be obtained online at www.pomfretct.gov or at the Office of the Pomfret First Selectmen. EEO/AA.

