

## Internal/External Job Postings

## **Executive Assistant to Corporate Services**

Annual Salary \$63,548 - \$81,705

Resume and cover letter must be received by 4:00 p.m. on Thursday, May 9, 2024, to <u>hr@cavanmonaghan.net</u> clearly marked with the position you are applying for.

Complete job descriptions are available on the Township's website at <u>www.cavanmonaghan.net</u> or by contacting 705-932-9326.

The Township of Cavan Monaghan is an equal opportunity employer committed to building an inclusive and barrier-free environment in which all individuals have access to the Township's goods, services, and facilities. If contacted for an employment opportunity, please advise the Clerk's Department if you require an accommodation.

The personal information submitted for employment is collected under the Freedom of Information and Protection of Privacy Act and will be used to determine eligibility for employment. We thank you for your application but advise that only those selected for an interview will be contacted.