

# VACANCIES REGISTERED at OSEC

## **1) RESERVATIONS AGENT**

- Two years experience in a similar role
- Must be flexible
- Strong administrative/clerical experience & Computer knowledge
- Customer Service oriented
- Great written and oral communication skills
- Experience in the tourism/hospitality industry a plus
- Must own vehicle
- Potential for growth & advancement within the company

## **2) CUTTER (*Meat Products*)**

- Cutting up of frozen meats and other items using the Bandsaw
- 2 to 3 years experience
- Must have experience using the Bandsaw
- Hours on a Shift Basis – Full-time
- Salary commensurable to qualifications

## **3) INVENTORY CLERK**

- Two years experience in a similar role
- Must be flexible
- Experience using Adobe Photoshop, InDesign and Illustrator a plus
- Experience with inventory/accounting computer systems

*If you are currently registered at OSEC and interested in a listed vacancy, kindly contact OSEC. If you are NOT registered with OSEC you may call the centre for more information on registration requirements. Our centre is located on Old Parham Road in the Ryan's Building, next to Antigua Motors. OSEC telephone numbers are 5628533/34/35.*

Kindly note that the **DEADLINE FOR ALL APPLICATIONS** is **Friday 17<sup>th</sup> February, 2017**