

**POSITION AVAILABLE:**

## **Full Time Receptionist**

---

The TLPOA is accepting applications for a full-time Receptionist position. This position requires the ability to work well in a fast-paced environment, excellent customer service skills, and proficiency with database and word processing software.

Applications are available for download at [www.visittreasurelake.com](http://www.visittreasurelake.com) or at the TLPOA Administrative Office, Monday - Friday, 9 am to 5 pm.

Please send application and/or resume to: TLPOA Human Resources, 13 Treasure Lake, DuBois, PA 15801 or email at [admin@tlpoa.us](mailto:admin@tlpoa.us).

*TREASURE LAKE IS AN EQUAL OPPORTUNITY EMPLOYER*

