



is currently seeking applications for the position of
Administrative Assistant

Mazergroup-Neepawa has an immediate opening for an $\frac{3}{4}$ time administrative assistant, hours may be flexible for the successful candidate.

This key person is responsible for greeting customers, direct telephones inquires, various accounting functions and assisting the administration team.

The successful applicant must be a team player with excellent customer relation skills. Previous related experience is required in Microsoft office programs and general accounting.

Mazergroup-Neepawa is a full line New Holland agricultural equipment dealer.

Please forward your resume by email or fax to:

Eva Heinrichs, Senior Accountant

Email: eva.heinrichs@mazergroup.ca

Fax: 204-728-2276

Application deadline July 16th @ 5 p.m.

Mazergroup-Neepawa thanks all who apply, however only successful applicants will be contacted for an interview.