



WE ARE HIRING!

Seasonal Clerical Intern

May through September 2024

\$16.50/hr

- Fast learner and adaptable
- Good communication skills
- Good sense of humor
- Enjoy working in a team and individually
- Job Duties include: Answering phones, recording resident requests, inventory, data entry, sorting and filing, and any other job duties assigned by HR/Finance Director and/or Payroll Clerk


Required for position:

Must be 18 and have a valid drivers license.

Must pass a drug test and background check.

DEADLINE: April 5, 2024

Submit your Resume & Application :

 jobs@midlandroads.com

Applications can be found online at
www.midlandroads.com/jobs