

Position Available- Rutherford County Tourism Development Authority has a part time position available. The position reports to the Welcome Center Manager. The ideal candidate must be at least 18 years of age, have a high school diploma and 1-2 years' experience in a customer service position. Must be able to handle an extremely fast-paced environment assisting up to 600 visitors in one day. Job requires great tact, courtesy, and willingness to take direction. Knowledge of, and ability to share county tourism assets, attractions, restaurants, lodging and events will be required. This position will primarily work from the Welcome Center in Lake Lure, and may also assist at events. Duties include, but are not limited to, greeting visitors, answering the phone, providing written and verbal information, restocking informational brochures, complete mailings, and daily janitorial cleaning. Applicant must be comfortable utilizing computers with Microsoft applications, daily internet research skills and be familiar with iPads and iPods. Must be able to lift up to 20lbs, bend, stoop and reach. This job requires a flexible schedule which will include weekends and occasional evenings and is up to 29 hours per week. Wages are \$10.76/hour. Apply at Rutherford County Offices, 289 N. Main St., Rutherfordton, NC 28139 or at [www.rutherfordcountync.gov](http://www.rutherfordcountync.gov). Position opened until filled. EOE.