

Bell County Expo Center

**Part Time Receptionist Position**

Exciting and dynamic work environment. Position is responsible for receptionist responsibilities, selling tickets, filing and other duties as assigned.

To be qualified for this job an applicant must have good communication skills, cash handling experience, and good computer skills. Position requires being able to multi-task and work at times with a large volume of customers.

Applications are available at [www.bellcountyexpo.com](http://www.bellcountyexpo.com). Resumes may be attached to applications. Applications/Resumes must be emailed to [caseys@bellcountyexpo.com](mailto:caseys@bellcountyexpo.com).

Wages: \$10hr.