



## Small Business Consultant

Highly resourceful and dedicated to outstanding customer service, you will coordinate the operation of a self-help centre and provide information and counseling to entrepreneurs, small business operators, and persons planning to establish a business. You will also maintain economic data and an inventory of resource materials relevant to small business operations as well as ensure the timely generation of reports. You have a degree or diploma in business administration, economics or a related discipline, preferably with a concentration in entrepreneurial or small business studies and strong interpersonal, communication, and computer skills. **Salary range: \$45,560 to \$54,397 (2009 rates)**

To apply, please respond in confidence by 4:30 p.m. on Friday, February 19th, to:

**City of Niagara Falls, Human Resources Division, City Hall  
4310 Queen Street, Niagara Falls, Ontario L2E 6X5  
e-mail: [resumes@niagarafalls.ca](mailto:resumes@niagarafalls.ca) fax: (905) 356-5110**

Personal information is collected under the authority of *The Municipal Act* and will only be used to determine suitability for this position.  
We thank all applicants for their interest, but only those advancing through the selection process will be contacted.