



Housing Authority of the Seminole Nation of Oklahoma

Part-Time Boys and Girls Club Receptionist

The Receptionist is responsible for managing the front desk operations, greeting visitors, and serving as a key point of contact between the Club and families of members. This individual will also assist with administrative tasks and duties as assigned.

An application for employment can be found at hasnok.org. Submit your application, resume and a copy of your valid driver's license. Applicant will be subject to a nationwide background check, motor vehicle report, and drug screen. Please submit your information to: HASNOK, Attn: Administrative Officer, P.O. Box 1493, or 120 West 4th Street, Wewoka, OK 74884, or apply online at HASNOK.com or email administrativeofficer@hasnok.org (405) 257-6604. Position open until filled.