



January 31, 2012

At North Atlantic, 550 employees make and market some of the cleanest fuels in the world for customers here in the province and those around the world. Continued investments and improvements, along with our employees' well-demonstrated commitment to safety, continue to help ensure the safety and integrity of our entire operation.

As a major player in the local oil industry, North Atlantic contributes \$160 million a year direct to the provincial economy; that's \$60 million in employee wages and benefits and \$100 million in local business procurement. In addition, we give another \$400,000 a year to local charities and direct community support.

CUSTOMER SERVICE REPRESENTATIVE

We are currently seeking applications from qualified candidates for the temporary position of Customer Service Representative for our St. John's Customer Service Centre.

In this position the successful candidate will be responsible for receiving customer inquiries via telephone or in person at our St. John's office. Excellent interpersonal skills along with a positive attitude and a desire to deliver exceptional customer service are required. Good organizational skills and the ability to handle multiple tasks are required. The incumbent will assist in performing all administrative office functions as required.

Candidates must have a minimum of high school education. Further accreditation in a business-related field would be a definite asset. Knowledge of computers, heating equipment and a minimum of two years experience in a customer service role would be beneficial.

Interested candidates are invited to forward their resume in strictest confidence by February 13, 2012 to:

North Atlantic Refining Limited
Human Resources Department
P.O. Box 40
Come By Chance, NL
A0B 1N0
Fax: (709) 463-8122 or Email: hr@northatlantic.ca