



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

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Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/07/01

Medical Administrative Assistant (13112)

Job ID	9D-E3-7A-24-BD-06	
Web Address	https://careers.indigenous.link/viewjob?jobname=9D-E3-7A-24-BD-06	
Company	Quick Care Pharmacy	
Location	St. Albert, Alberta	
Date Posted	From: 2024-05-01	To: 2024-10-28
Job	Type: Full-time	Category: Office
Job Start Date	As soon as possible	
Job Salary	\$28.00 hourly / 32 hours per Week	
Languages	English	

Description

2 Hebert road suite 238St. Albert, AB T8N 5T8

Terms of employment

Permanent employment

Full time

Day

vacancies 1

Responsibilities

Tasks

Interview patients to obtain case histories

Schedule and confirm appointments

Complete insurance and other claim forms

Determine and establish office procedures and routines

Enter and format electronically based medical reports and correspondence and prepare spreadsheets and documents for review

Experience

1 year to less than 2 years

Education Requirements

Secondary (high) school graduation certificate

How to Apply

By email

quickcarep@gmail.com

Job Board Posting



NewCanadianWorker

A Fresh Start for New Arrivals

Date Printed: 2024/07/01

Medical Administrative Assistant (13112)

Job ID	56E2D6CF20129	
Web Address	http://NewCanadianWorker.ca/viewjob?jobname=56E2D6CF20129	
Company	Quick Care Pharmacy	
Location	St. Albert, Alberta	
Date Posted	From: 2024-05-01	To: 2024-10-28
Job	Type: Full-time	Category: Office
Job Start Date	As soon as possible	
Job Salary	\$28.00 hourly / 32 hours per Week	
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Job Board Posting

NoExperienceNeeded.ca
your place for a first step or a fresh start

Date Printed: 2024/07/01

Medical Administrative Assistant (13112)

Job ID	356E8B42C4F6A	
Web Address	http://NoExperienceNeeded.ca/viewjob?jobname=356E8B42C4F6A	
Company	Quick Care Pharmacy	
Location	St. Albert, Alberta	
Date Posted	From: 2024-05-01	To: 2024-10-28
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