



# 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: 2024/05/19

## Post Office Assistant (permanent, Full-time & Temporary, On-call Positions)

<b>Job ID</b>	<b>D6-F8-E2-EF-38-D0</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=D6-F8-E2-EF-38-D0">https://careers.indigenous.link/viewjob?jobname=D6-F8-E2-EF-38-D0</a>	
<b>Company</b>	Canada Post	
<b>Location</b>	Fort Smith, Nunavut	
<b>Date Posted</b>	From: 2019-05-23	To: 2019-06-22
<b>Job</b>	Type: Part-time	Category: Retail
<b>Languages</b>	Proficiency In English	

### Description

Post Office Assistant

(permanent, full-time & temporary, on-call positions)

Work in retail mail operations ... in Fort Smith, NT

If you're enthusiastic, ambitious and driven to succeed, consider joining Canada Post in one of these exciting retail positions, and take the opportunity to find out more about the business of mail operations. Along with competitive pay, we offer on-the-job training to get you up to speed.

Using a customer-focused approach in providing counter services to customers, you will:

- sell postal products and services to the business community and the public

- sort, distribute and process mail

- provide information and forms to customers

- resolve delivery and service problems thoroughly and quickly

- as a Senior Assistant, also occasionally assist with training

Ready to explore your career potential Canada Post has opportunities available for one (1) Senior Post Office Assistant and five (5) Post Office Assistants in Fort Smith, Northwest Territories.

Job requirements (education and work experience):

- high school diploma or provincial equivalency and/or experience in business administration (Post Office Assistants)

- high school diploma or provincial equivalency AND experience in business administration (Senior Post Office Assistant)

- training and/or experience interacting with the public in a retail and/or service environment, including sales and cash transactions

- understanding of accounting systems

- physical ability to lift mail containers weighing up to 22.7 kg (50 lb), push or pull boxes, sort mail and stand for extended periods of time

- proficiency in English

- flexibility to be available for temporary, on-call work, as applicable

**FIND OUT MORE AND APPLY TODAY**

To find out more about these positions and apply via the Canada Post Careers website, please click

on the following URL(s):

Job ID J0419-1698 (1 permanent, full-time Senior Assistant): <https://bit.ly/2NY3c0k>

Job ID J0419-2539 (1 permanent, full-time Post Office Assistant): <https://bit.ly/2MJOCof>

Job ID J0518-2407 (4 temporary, on-call Post Office Assistants): <https://bit.ly/2MJOCof>

Canada Post is committed to employment equity and encourages applications from women, Aboriginal people, persons with disabilities and visible minorities.

If you are contacted by Canada Post regarding a job opportunity or testing, please advise if you require accommodation.

Des renseignements en français sur ces postes à Fort Smith, aux Territoires du Nord-Ouest, sont disponibles en ligne à [postescanada.ca/carrieres](https://postescanada.ca/carrieres) (voir les postes vacants sous « Possibilités d'emploi en vente au détail »). Chercher sous les numéros de poste suivants : J0419-1698 (adjoint principal du bureau de poste permanent à temps plein); J0419-2539 (adjoint du bureau de poste permanent à temps plein); et J0518-2407 (adjoints du bureau de poste temporaires sur appel).

## **How to Apply**

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