



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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Keewatin, ON P0X 1C0

Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/05/18

Front Desk Clerk, Hotel

Job ID	20-05-46-F4-D4-4A	
Web Address	https://careers.indigenous.link/viewjob?jobname=20-05-46-F4-D4-4A	
Company	Fisher Branch Motor Hotel	
Location	Fisher Branch, Manitoba	
Date Posted	From: 2023-12-16	To: 2024-06-13
Job	Type: Full-time	Category: Accommodations
Job Start Date	As soon as possible	
Job Salary	\$15.75 per hour	
Languages	English	

Description

Number of openings

2 vacancies

Employment Condition

Day, Evening, Morning, Shift, Weekend

Tasks

Tasks

- Register arriving guests and assign rooms
- Take, cancel and change room reservations
- Provide information on hotel facilities and services
- Provide general information about points of interest in the area
- Investigate and resolve complaints and claims
- Process guests' departures, calculate charges and receive payments
- Maintain an inventory of vacancies, reservations and room assignments
- Follow emergency and safety procedures
- Clerical duties (i.e. faxing, filing, photocopying)
- Answer telephone and relay telephone calls and messages
- Assist clients/guests with special needs
- Provide customer service
- Requisition materials and supplies

Personal suitability

- Accurate
- Client focus
- Dependability
- Efficient interpersonal skills
- Flexibility
- Initiative
- Judgement
- Organized
- Team player

Work conditions and physical capabilities

- Attention to detail
- Fast-paced environment

Experience

7 months to less than 1 year

Education Requirements

Secondary (high) school graduation certificate

Work Environment

Hotel, motel, resort

Other

Employment groups

This employer promotes equal employment opportunities for all job applicants, including those self-identifying as a member of these groups: Indigenous people, Persons with disabilities, Newcomers to Canada, Older workers, Visible minorities, Youth

How to Apply

By email

fisherbranchmotel@gmail.com

Who can apply to this job

The employer accepts applications from:

- Canadian citizens and permanent or temporary residents of Canada.
- Other candidates with or without a valid Canadian work permit.

Job Board Posting



NewCanadianWorker

A Fresh Start for New Arrivals

Date Printed: 2024/05/18

Front Desk Clerk, Hotel

Job ID	C7696426AABDC	
Web Address	http://NewCanadianWorker.ca/viewjob?jobname=C7696426AABDC	
Company	Fisher Branch Motor Hotel	
Location	Fisher Branch, Manitoba	
Date Posted	From: 2023-12-16	To: 2024-06-13
Job	Type: Full-time	Category: Accommodations
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Job Board Posting

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

Date Printed: 2024/05/18

Front Desk Clerk, Hotel

Job ID	9CED4F838B8B2	
Web Address	http://NoExperienceNeeded.ca/viewjob?jobname=9CED4F838B8B2	
Company	Fisher Branch Motor Hotel	
Location	Fisher Branch, Manitoba	
Date Posted	From: 2023-12-16	To: 2024-06-13
Job	Type: Full-time	Category: Accommodations
Job Start Date	As soon as possible	
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