



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.Link's 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.

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Job Board Posting



Careers.Indigenous.Link

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Administrative Assistant, Commercial Team (6 month term)

Job ID	37400081-2178	
Web Address	https://careers.indigenous.link/viewjob?jobname=37400081-2178	
Company	Mint	
Location	Ottawa, ON	
Date Posted	From: 2022-01-24	To: 2050-01-01
Job	Type: Full-time	Category: Miscellaneous

Description

Royal Canadian Mint is hiring an Administrative Assistant, Commercial Team who can thrive in a dynamic and inclusive environment. This position reports to the Director, E-Commerce & Marketing Communications and is responsible for providing functional support and coordination of activities at an operational level, while working towards objectives set by others and relying upon knowledge of systematic procedures that guide thinking. The Commercial Administrator must also contribute to continuous..

For more information, visit Mint for Administrative Assistant, Commercial Team (6 month term)