



# 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.

Corporate Headquarters:  
Toll Free Phone: (866) 225-9067  
Toll Free Fax: (877) 825-7564  
L9 P23 R4074 HWY 596 - Box 109  
Keewatin, ON P0X 1C0

# Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/04/30

## Chief, Legal Department

<b>Job ID</b>	<b>5B-00-B9-36-7E-36</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=5B-00-B9-36-7E-36">https://careers.indigenous.link/viewjob?jobname=5B-00-B9-36-7E-36</a>	
<b>Company</b>	Maple Vantage Education Centre	
<b>Location</b>	Calgary, Alberta	
<b>Date Posted</b>	From: 2020-02-27	To: 2020-08-25
<b>Job</b>	Type: Full-time	Category: Law
<b>Job Start Date</b>	As soon as possible	
<b>Job Salary</b>	\$43.00/hr	
<b>Languages</b>	English	

### Description

We currently have an exciting opportunity for you to bring your skills, knowledge, and expertise as a dedicated Chief, legal department. Come to join us.

Your duties and responsibilities will include the following:

- Interview, hire and provide training for staff
- Hire and train or arrange for training of staff
- Direct and control corporate governance and regulatory compliance procedures within establish
- Prepare reports and briefs for management committees evaluating administrative services
- Plan, organize, direct, control and evaluate the operations of a department providing a single administrative service or several administrative services
- Plan, administer and control budgets for client projects, contracts, equipment and supplies
- Direct and advise staff engaged in providing records management, security, finance, purchasing, human resources or other administrative services

### Experience

At least 2 years of relevant working experience

### Education Requirements

Completion of bachelor's degree

### Essential Skills

Possesses and able to carry out work with the following characteristics: Organized, Excellent written communication, Accurate, Attention to detail

### Additional Skills

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### How to Apply

Please send your resume to and specify which location you are applying for:

[hr@mvedu.ca](mailto:hr@mvedu.ca)

# Job Board Posting



**NewCanadianWorker**  
A Fresh Start for New Arrivals

Date Printed: 2024/04/30

## Chief, Legal Department

<b>Job ID</b>	<b>B7CF2A5F3D38C</b>	
<b>Web Address</b>	<a href="http://NewCanadianWorker.ca/viewjob?jobname=B7CF2A5F3D38C">http://NewCanadianWorker.ca/viewjob?jobname=B7CF2A5F3D38C</a>	
<b>Company</b>	Maple Vantage Education Centre	
<b>Location</b>	Calgary, Alberta	
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# Job Board Posting

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

Date Printed: 2024/04/30

## Chief, Legal Department

<b>Job ID</b>	<b>6383FD7D94AAE</b>	
<b>Web Address</b>	<a href="http://NoExperienceNeeded.ca/viewjob?jobname=6383FD7D94AAE">http://NoExperienceNeeded.ca/viewjob?jobname=6383FD7D94AAE</a>	
<b>Company</b>	Maple Vantage Education Centre	
<b>Location</b>	Calgary, Alberta	
<b>Date Posted</b>	From: 2020-02-27	To: 2020-08-25
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