

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 L9 P23 R4074 HWY 596 - Box 109 Keewatin, ON P0X 1C0

# **Job Board Posting**

Date Printed: 2024/05/18



## Paralegal (NOC 4211)

93-D7-12-D8-4B-F6 Job ID Web Address https://careers.indigenous.link/viewjob?jobname=93-D7-12-D8-4B-F6 Global Hire Placement Services Inc. Company Location Edmonton, Alberta From: 2024-03-06 To: 2024-09-02 **Date Posted** Job Type: Full-time Category: Law **Job Start Date** As soon as possible **Job Salary** \$29.76 / Hour For 32 Hours / Week Languages English

#### Description

Vacancies: 1

Health benefits: Dental Plan, Health care Plan, Vision care Benefits, Life Insurance.

Terms of employment: Permanent, Full time, Day

Job requirements

Security and safety: Criminal record check

Work Conditions and Physical Capabilities: Fast-paced environment, Work under pressure, Attention to detail Tasks

Draft contracts, prepare promissory notes and legal retainers and other legal documents, Research records other legal documents, Witness and certify the validity of signatures on documents, Draft legal correspondence and perform general office and clerical duties

### Experience

1 year to less than 2 years

### Credentials

In-house training

### **Education Requirements**

Bachelor's degree

#### Other

Business and Job location: 210, 4935-55 Avenue NW Edmonton, AB T6B 3S3

#### How to Apply

By email info@globalhire.ca

# **Job Board Posting**

Date Printed: 2024/05/18



## Paralegal (NOC 4211)

Job ID
Web Address
Company
Location
Date Posted
Job
Job Start Date
Job Salary
Languages

http://NewCanadianWorker.ca/viewjob?jobname=809E12D60CCBD Global Hire Placement Services Inc. Edmonton, Alberta From: 2024-03-06 To: 2024-09-02 Type: Full-time Category: Law As soon as possible \$29.76 / Hour For 32 Hours / Week English

#### Description

Vacancies: 1

Health benefits: Dental Plan, Health care Plan, Vision care Benefits, Life Insurance.

809E12D60CCBD

Terms of employment: Permanent, Full time, Day

Job requirements

Security and safety: Criminal record check

Work Conditions and Physical Capabilities: Fast-paced environment, Work under pressure, Attention to detail Tasks

Draft contracts, prepare promissory notes and legal retainers and other legal documents, Research records other legal documents, Witness and certify the validity of signatures on documents, Draft legal correspondence and perform general office and clerical duties

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#### **Education Requirements**

Bachelor's degree

#### Other

Business and Job location: 210, 4935-55 Avenue NW Edmonton, AB T6B 3S3

#### How to Apply

By email info@globalhire.ca

# **Job Board Posting**

## Paralegal (NOC 4211)

Job ID	594954D599110	
Web Address	http://NoExperienceNeeded.ca/viewjob?jobname=594954D599110	
Company	Global Hire Placement Services Inc.	
Location	Edmonton, Alberta	
Date Posted	From: 2024-03-06	To: 2024-09-02
Job	Type: Full-time	Category: Law
Job Start Date	As soon as possible	
Job Salary	\$29.76 / Hour For 32 Hours / Week	
Languages	English	

#### Description

Vacancies: 1

Health benefits: Dental Plan, Health care Plan, Vision care Benefits, Life Insurance.

Terms of employment: Permanent, Full time, Day

Job requirements

Security and safety: Criminal record check

Work Conditions and Physical Capabilities: Fast-paced environment, Work under pressure, Attention to detail Tasks

Draft contracts, prepare promissory notes and legal retainers and other legal documents, Research records other legal documents, Witness and certify the validity of signatures on documents, Draft legal correspondence and perform general office and clerical duties

#### Experience

1 year to less than 2 years

#### Credentials

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#### **Education Requirements**

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#### Other

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#### How to Apply

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