



# 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: 2024/04/29

## Hotel Clerk Supervisor (NOC 6313)

<b>Job ID</b>	<b>9E-C4-80-42-C2-57</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=9E-C4-80-42-C2-57">https://careers.indigenous.link/viewjob?jobname=9E-C4-80-42-C2-57</a>	
<b>Company</b>	Columbia Motor Inn	
<b>Location</b>	Kamloops, British Columbia	
<b>Date Posted</b>	From: 2019-09-25	To: 2020-03-23
<b>Job</b>	Type: Full-time	Category: Accommodations
<b>Job Start Date</b>	As soon as possible	
<b>Job Salary</b>	\$23.75 / hours for 35 hours/ week	
<b>Languages</b>	English	

### Description

The Columbia Motor Inn is seeking two full-time Hotel Clerk Supervisors to join their team. The successful candidates would perform the daily operations of the company's front desk duties.

Duties would include:

- Greet customers and provide excellent service to the customers,
- Handle all guest complaints or concerns and respond promptly to customer concerns
- Prepare reports and submit progress and other reports
- Ensure that all policies and procedures are in place and adhered to
- Establish Work Schedules for the staff
- Recruit staff and train new staff in job duties, safety procedures and company policies
- Ensure the cleanliness of the hotel
- Make sure all supplies and materials required are on hand
- Make sure all equipment is in working order
- Responsible to arrange for any maintenance and repair work that would be needed
- May perform same duties as workers supervised

Skills and Qualifications:

Must have College or University Degree. At least 2 years of experience. Must be friendly and outgoing, the job demands a lot of walking and standing for long period, should be physically fit as may be required to bend, crouch, lift and push or pull heavy items. Must be organized, detail-oriented, and be able to work with minimal supervision. Should have knowledge of computers and word processors in addition to business office machines. Must be flexible as you may be required to work morning, evening, night, weekends and holidays.

### Other

Job Location: 575 Columbia Street West, Kamloops, BC V2C 1K7

### How to Apply

If you are interested please forward your resume to [motorcolumbia@outlook.com](mailto:motorcolumbia@outlook.com)

# Job Board Posting

Date Printed: 2024/04/29

## Hotel Clerk Supervisor (NOC 6313)

<b>Job ID</b>	<b>521917F703FD0</b>	
<b>Web Address</b>	<a href="http://NewCanadianWorker.ca/viewjob?jobname=521917F703FD0">http://NewCanadianWorker.ca/viewjob?jobname=521917F703FD0</a>	
<b>Company</b>	Columbia Motor Inn	
<b>Location</b>	Kamloops, British Columbia	
<b>Date Posted</b>	From: 2019-09-25	To: 2020-03-23
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# Job Board Posting

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

Date Printed: 2024/04/29

## Hotel Clerk Supervisor (NOC 6313)

<b>Job ID</b>	<b>DC27469A335D9</b>	
<b>Web Address</b>	<a href="http://NoExperienceNeeded.ca/viewjob?jobname=DC27469A335D9">http://NoExperienceNeeded.ca/viewjob?jobname=DC27469A335D9</a>	
<b>Company</b>	Columbia Motor Inn	
<b>Location</b>	Kamloops, British Columbia	
<b>Date Posted</b>	From: 2019-09-25	To: 2020-03-23
<b>Job</b>	Type: Full-time	Category: Accommodations
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