



# 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: 2024/05/04

## Front Desk Manager - Accommodation Services

|                       |   |                          |
|-----------------------|---|--------------------------|
| <b>Job ID</b>         | <b>A9-24-94-95-0E-D3</b>  |                          |
| <b>Web Address</b>    | <a href="https://careers.indigenous.link/viewjob?jobname=A9-24-94-95-0E-D3">https://careers.indigenous.link/viewjob?jobname=A9-24-94-95-0E-D3</a> |                          |
| <b>Company</b>        | North Star Inn And Suites   |                          |
| <b>Location</b>       | Prince George, British Columbia   |                          |
| <b>Date Posted</b>    | From: 2020-07-14  | To: 2021-01-10           |
| <b>Job</b>            | Type: Full-time   | Category: Accommodations |
| <b>Job Start Date</b> | As soon as possible   |                          |
| <b>Job Salary</b>     | \$26.00 / hour for 40 hours / week  |                          |
| <b>Languages</b>      | English   |                          |

### Description

Job Type: Permanent, Full time

Employment conditions: Morning, Day, Evening, Weekend, Night

Vacancies: 1

Ability to Supervise: 5-10 people

Transportation/Travel Information: Valid driver's licence

Business Equipment and Computer Applications: MS Word, Central reservation system (CRS), MS Outlook, MS Excel, MS Office.

Work Site Environment: Non-smoking, Air conditioned

Personal Suitability: Excellent written communication, Team player, Excellent oral communication, Client focus

Work Conditions and Physical Capabilities: Fast-paced environment, Work under pressure, Tight deadlines, Attention to detail, Large workload

### Experience

2 years to less than 3 years

### Education Requirements

Secondary (high) school graduation certificate

### Essential Skills

Develop and implement policies and procedures for daily operations, Negotiate with suppliers for the provision of materials and supplies, Negotiate with clients for the use of facilities, Prepare marketing plans, Enforce policies and procedures, Establish work schedules, Assist clients/guests with special needs, Address customers' complaints or concerns

### Work Environment

Hotel, motel, resort

### Additional Skills

Recruit and hire staff, Supervise staff, Conduct performance reviews, Conduct training sessions, Perform front desk duties, Arrange for and oversee maintenance activities

### How to Apply

By email: [pinderbanipal@gmail.com](mailto:pinderbanipal@gmail.com)

By mail: 1550 Victoria St., Prince George, BC V2L 2L3

In person: 1550 Victoria St., Prince George, BC V2L 2L3

from 14:00 to 16:00

# Job Board Posting



**NewCanadianWorker**

A Fresh Start for New Arrivals

Date Printed: 2024/05/04

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|                       |   |                          |
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| <b>Job ID</b>         | <b>59413AD0EEAAB</b>  |                          |
| <b>Web Address</b>    | <a href="http://NewCanadianWorker.ca/viewjob?jobname=59413AD0EEAAB">http://NewCanadianWorker.ca/viewjob?jobname=59413AD0EEAAB</a> |                          |
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**NoExperienceNeeded.ca**  
your place for a first step or a fresh start

Date Printed: 2024/05/04

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|                       |   |                          |
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| <b>Job ID</b>         | <b>98E67E2D27080</b>  |                          |
| <b>Web Address</b>    | <a href="http://NoExperienceNeeded.ca/viewjob?jobname=98E67E2D27080">http://NoExperienceNeeded.ca/viewjob?jobname=98E67E2D27080</a> |                          |
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