



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

L9 P23 R4074 HWY 596 - Box 109

Keewatin, ON P0X 1C0

Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/05/06

Office Manager

Job ID	B4-C5-64-56-A4-C7	
Web Address	https://careers.indigenous.link/viewjob?jobname=B4-C5-64-56-A4-C7	
Company	Sunshine Cabinets & Woodworks Ltd.	
Location	Surrey, British Columbia	
Date Posted	From: 2018-06-15	To: 2018-12-12
Job	Type: Full-time	Category: Office
Job Start Date	As soon as possible	
Job Salary	\$23.50/Hourly	
Languages	English	

Description

Job Type: Full-Time, Permanent

Minimum Education: Bachelor's Degree

Positions Available: 1

Job Location(s)

8288 124 Street

Surrey, British Columbia

V3W 3X9 Canada

Job Description

Manage day to day working of office.

Supervise operations and employees.

Oversee the functioning of the work shop.

Overlook maintenance of inventory.

Overlook accounting and book keeping.

Handle customer complaints and authorize discount and refunds.

Prepare monthly progress and business reports.

Supervise collections.

Everyone including Aboriginal peoples, new immigrants and youths are invited to apply for this job.

How to Apply

Contact: Pravjot Deol

Phone: 778-228-0567

Email: suncab@sunshinecabinets.ca

Job Board Posting



NewCanadianWorker

A Fresh Start for New Arrivals

Date Printed: 2024/05/06

Office Manager

Job ID	9876084A18857	
Web Address	http://NewCanadianWorker.ca/viewjob?jobname=9876084A18857	
Company	Sunshine Cabinets & Woodworks Ltd.	
Location	Surrey, British Columbia	
Date Posted	From: 2018-06-15	To: 2018-12-12
Job	Type: Full-time	Category: Office
Job Start Date	As soon as possible	
Job Salary	\$23.50/Hourly	
Languages	English	

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Phone: 778-228-0567

Email: suncab@sunshinecabinets.ca

Job Board Posting

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

Date Printed: 2024/05/06

Office Manager

Job ID	2426CE9BFE8AB	
Web Address	http://NoExperienceNeeded.ca/viewjob?jobname=2426CE9BFE8AB	
Company	Sunshine Cabinets & Woodworks Ltd.	
Location	Surrey, British Columbia	
Date Posted	From: 2018-06-15	To: 2018-12-12
Job	Type: Full-time	Category: Office
Job Start Date	As soon as possible	
Job Salary	\$23.50/Hourly	
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