



# 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.

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# Job Board Posting



Careers.Indigenous.Link

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## Concierge (Multifamily Rental Building)

<b>Job ID</b>	<b>B8-04-F3-B4-20-15</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=B8-04-F3-B4-20-15">https://careers.indigenous.link/viewjob?jobname=B8-04-F3-B4-20-15</a>	
<b>Company</b>	Tricon Residential	
<b>Location</b>	Toronto, Ontario	
<b>Date Posted</b>	From: 2020-10-14	To: 2021-04-12
<b>Job</b>	Type: Full-time	Category: Accommodations
<b>Languages</b>	English	

### Description

Founded in 1988, Tricon Residential is a rental housing company focused on the middle market demographic. We own and operate approximately 30,000 single-family rental homes and multi-family rental units across the United States and Canada, managed with an integrated technology-enabled operating platform. Tricon Residential is publicly traded on the Toronto Stock Exchange (TSX: TCN) and headquartered in Toronto, Ontario. We have significant US operations in Santa Ana, California and rental properties in 21 markets, primarily in the sunbelt, across 10 states.

Tricon Residential strives to be North America's premier rental housing company. We take care of our team first -- empowering and inspiring them to provide our residents with exceptional customer service and to realize the positive impact they can make on local communities. By providing an enhanced customer experience, our residents rent longer, treat our properties like their own and refer more new customers, thereby generating positive returns for our investors and shareholders.

### The Position

We want you to become a valued member of our team. We pride ourselves on delivering an exceptional resident experience, simplifying the lives of those in our community and allowing them the time to focus on what is most important to them. If you are passionate about ensuring elevated customer service and will act as an ambassador for our property and provide a true sense of community, read on.

The successful candidate will develop meaningful relationships, anticipating resident requests. You will be familiar with the community, and act as an expert for queries related to directions, nearby businesses, community services, transportation and travel arrangements, tour and event tickets, restaurant reservations, spa appointments, shopping, sports events, cultural activities, and medical care etc.

If we have described you, apply for our Concierge position and join our Toronto team.

### Essential Duties & Responsibilities

#### Customer Service:

- Promote a strong sense of community by maintaining an overall focus on enhancing the resident experience
- Professionally and courteously handle all inquiries, feedback, complaints or concerns from residents
- Act with integrity and demonstrate support for our core values

#### Resident Relations:

- Anticipate service requests by developing meaningful relationships with the residents, identifying their preferences, ensuring issues are avoided and delivering on requests
- Maintain a high standard of personal hygiene and professional appearance as all team members are a visual representation of the community
- Maintain resident privacy, and the organizations reputation by maintaining integrity
- Continually seek ways to promote, improve and/or expand services, by listening to resident feedback and making recommendations to leadership
- Support a positive, professional, customer centric environment in the building while interacting with residents, vendors, and team members
- Promote Parcel Pending service
- Act as first contact and safeguarding of the main entry point of the property through controlling access to building, monitoring CCTV systems, and dealing with emergency personnel

#### Qualifications:

- Possess exceptional communication, interpersonal and relationship skills
- High degree of initiative, agility, creativity and flexibility
- Highly self-motivated and able to work independently
- 2+ years of experience in the hospitality industry
- Ability to work with a diverse group of people with varying interests, while being culturally aware
- Strong command of English language, both written and verbal
- Ability to work with a diverse group of people with varying interests, while being culturally aware
- Prior concierge experience, is an asset

### How to Apply

Please email a copy of your resume to [ljarrick@triconresidential.com](mailto:ljarrick@triconresidential.com)