



# 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:

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# Job Board Posting



Careers.Indigenous.Link

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## Digital Operations Coordinator

<b>Job ID</b>	<b>E8-99-44-87-1C-9A</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=E8-99-44-87-1C-9A">https://careers.indigenous.link/viewjob?jobname=E8-99-44-87-1C-9A</a>	
<b>Company</b>	Flipp	
<b>Location</b>	Remote, Ontario	
<b>Date Posted</b>	From: 2024-03-12	To: 2024-04-11
<b>Job</b>	Type: Full-time	Category: Information Technology
<b>Languages</b>	English	

### Description

Flipp is a pre-IPO company on a mission to help shoppers provide for their families by making life more affordable by leveraging technology. We work with the largest retailers and manufacturers in the world to help them transform their businesses and connect them with millions of shoppers through our next-generation digital shopping marketplace. Our award-winning Flipp app is used by millions of shoppers every week to make better purchase decisions and to save 20-40% off their bills.

With the recent increase in costs of living, Flipp's mission has never been more relevant. Flipp's Shopper Consideration Platform allows retailers and manufacturers to create digital experiences from their savings & deals content. These experiences help Shoppers decide what to buy and where to buy it. Flipp then connects those retailer and manufacturer experiences to millions of shoppers through Flipp's owned and operated channels.

As a Digital Operations Coordinator, you will ensure all of our retail flyer projects get delivered successfully by managing the production process. You are responsible for building relationships with our retailers and internal teams by handling the day to day communication regarding the production process. Digital Operations Coordinators are also responsible for ensuring that their flyer projects are error-free through quality checks and look to improve the production process by reducing risk, improving quality and increasing efficiency.

What you'll get the opportunity to do:

- Own and execute digital flyer projects through overseeing all stages of the production process
- Coordinate all of the flyer assets and uploading assets into Flipp's flyer software
- Ensure that data entry and quality check steps are completed
- Communicate with external retailer contacts to manage day-to-day process requirements and deal with initial issues with management as required
- Work with senior team members to action technical troubleshooting on various flyer production process issues /errors in time for the flyer live date
- Elevate and improve production processes for assigned retail accounts through improving flyer quality and accuracy
- Act as a subject-matter expert on both the retailer's production process and Flipp's production process for external and internal direct account teams

What you'll bring to the team:

- 1+ years of experience coordinating projects
- 1+ years of experience working with clients/customer service and building relationships
- University/College degree is preferred but not mandatory
- Strong critical thinking skills, high motivation, ability to troubleshoot independently and make intelligent decisions

Here's how we work:

From working with top technologies to sending you to industry-leading conferences, we will make sure you have all that you need to expand your knowledge and grow your career. We have a trust-based culture where all team members are empowered to work in the way that's best for them to thrive.

Our culture is at the centre of all that we do. We have been recognized through numerous accolades over the past three years including Best Workplaces in Canada, Deloitte 50 Best Managed, Best Workplaces in Canada for Women, Most Admired CEO and Top 10 Most Admired Corporate Cultures.

## **How to Apply**

Click "Apply Now"

If you're interested in working with us on the future of shopping, fill out the fields below and submit your application. While experience and skill sets are valuable, growth potential and attitudes are equally important. If you're prepared to grow dramatically with your team at a world-class learning organization, consider applying. We understand that the most creative solutions require diversity in thought and life experiences.

Flipp is an equal opportunity employer. We do not discriminate on the basis of race, color, ancestry, religion, sex, national origin, sexual orientation, age, citizenship, marital status, disability, or gender identity. We are proud to be a welcoming space for employees, of every background, to bring their whole selves to work with confidence. Flipp is committed to providing appropriate accommodations to ensure our selection process is equitable, and such accommodations can be made available on request. If you require an accommodation, please contact your dedicated recruiter directly.