



# 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: 2024/05/19

## Front Desk Hotel Clerk

**Job ID** F2-D6-5F-12-2B-23

**Web Address**

<https://careers.indigenous.link/viewjob?jobname=F2-D6-5F-12-2B-23>

**Company** Four Winds Motel Inc.

**Location** Longlac, Ontario

**Date Posted** From: 2024-02-01 To: 2024-07-30

**Job** Type: Full-time Category: Accommodations

**Job Start Date** As soon as possible

**Job Salary** \$17.00 Hourly / 35 Hours Per Week

**Languages** English

**Description**

100 Keewatin Ave

Longlac, ON

P0T 2A0

Permanent employment

Full time

1 vacancy

**Experience**

Will train

**Education Requirements**

Secondary (high) school graduation certificate

**Essential Skills**

- Register arriving guests and assign rooms
- Process group arrivals and departures
- Take, cancel and change room reservations
- Provide information on hotel facilities and services
- Investigate and resolve complaints and claims
- Process guests' departures, calculate charges and receive payments
- Maintain an inventory of vacancies, reservations and room assignments
- Follow emergency and safety procedures
- Clerical duties (i.e. faxing, filing, photocopying)
- Answer telephone and relay telephone calls and messages
- Handle wake-up calls
- Provide customer service

**Work Environment**

Hotel, motel, resort

**Other**

Employment groups:

This employer promotes equal employment opportunities for all job applicants, including those self-identifying as a member of these groups: Indigenous people, Newcomers to Canada, Mature workers

Who can apply to this job

The employer accepts applications from:

- Canadian citizens and permanent or temporary residents of Canada.
- Other candidates with or without a valid Canadian work permit.

**How to Apply**

By email:

- [bestcarehire@gmail.com](mailto:bestcarehire@gmail.com)

# Job Board Posting



**NewCanadianWorker**

A Fresh Start for New Arrivals

Date Printed: 2024/05/19

## Front Desk Hotel Clerk

<b>Job ID</b>	<b>9C956EAF8E22A</b>	
<b>Web Address</b>	<a href="http://NewCanadianWorker.ca/viewjob?jobname=9C956EAF8E22A">http://NewCanadianWorker.ca/viewjob?jobname=9C956EAF8E22A</a>	
<b>Company</b>	Four Winds Motel Inc.	
<b>Location</b>	Longlac, Ontario	
<b>Date Posted</b>	From: 2024-02-01	To: 2024-07-30
<b>Job</b>	Type: Full-time	Category: Accommodations
<b>Job Start Date</b>	As soon as possible	
<b>Job Salary</b>	\$17.00 Hourly / 35 Hours Per Week	
<b>Languages</b>	English	

### Description

100 Keewatin Ave  
Longlac, ON  
P0T 2A0  
Permanent employment  
Full time  
1 vacancy

### Experience

Will train

### Education Requirements

Secondary (high) school graduation certificate

### Essential Skills

- Register arriving guests and assign rooms
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# Job Board Posting

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

Date Printed: 2024/05/19

## Front Desk Hotel Clerk

<b>Job ID</b>	<b>2BF945F3C4AB3</b>	
<b>Web Address</b>	<a href="http://NoExperienceNeeded.ca/viewjob?jobname=2BF945F3C4AB3">http://NoExperienceNeeded.ca/viewjob?jobname=2BF945F3C4AB3</a>	
<b>Company</b>	Four Winds Motel Inc.	
<b>Location</b>	Longlac, Ontario	
<b>Date Posted</b>	From: 2024-02-01	To: 2024-07-30
<b>Job</b>	Type: Full-time	Category: Accommodations
<b>Job Start Date</b>	As soon as possible	
<b>Job Salary</b>	\$17.00 Hourly / 35 Hours Per Week	
<b>Languages</b>	English	

### Description

100 Keewatin Ave  
Longlac, ON  
P0T 2A0  
Permanent employment  
Full time  
1 vacancy

### Experience

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### Education Requirements

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### Essential Skills

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