



# 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: 2024/05/08

## Operations Chief

<b>Job ID</b>	<b>F6-ED-0D-CD-43-33</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=F6-ED-0D-CD-43-33">https://careers.indigenous.link/viewjob?jobname=F6-ED-0D-CD-43-33</a>	
<b>Company</b>	Cairo Development Ltd.	
<b>Location</b>	Calgary, Alberta	
<b>Date Posted</b>	From: 2021-10-15	To: 2022-04-13
<b>Job</b>	Type: Full-time	Category: Construction
<b>Job Start Date</b>	as soon as possible	
<b>Job Salary</b>	\$42.36 hourly for 40 hours per week	
<b>Languages</b>	English	

### Description

Vacancies: 1 vacancy

Terms of employment: Permanent employment

Day, Flexible Hours, To be determined, Early Morning, Morning

Education: Bachelor's degree or equivalent experience

Experience: 5 years or more

#### Specific Skills

Hire and train or arrange for training of staff; Plan, administer and control budgets for client projects, contracts, equipment and supplies; Plan, organize, direct, control and evaluate the operations of a department providing a single administrative service or several administrative services; Prepare reports and briefs for management committees evaluating administrative services; Direct and advise staff engaged in providing records management, security, finance, purchasing, human resources or other administrative services; Direct and control corporate governance and regulatory compliance procedures within establish

#### Business Equipment and Computer Applications

MS Access; MS Excel; MS PowerPoint; MS Windows; MS Word; MS Office; MS Outlook

Transportation/Travel Information: Own transportation; Willing to travel

Work Conditions and Physical Capabilities: Fast-paced environment; Work under pressure;

Attention to detail

Ability to Supervise: More than 20 people; Working groups; Committees; Staff in various areas of responsibility

Personal Suitability: Flexibility; Accurate; Excellent oral communication; Excellent written communication; Interpersonal awareness; Judgement; Values and ethics; Organized

#### Senior Managers Specific Skills

Authorize and organize the establishment of major departments and associated senior staff positions; Allocate material, human and financial resources to implement organizational policies and programs; Establish objectives for the organization and formulate or approve policies and programs;

Establish financial and administrative controls; formulate and approve promotional campaigns; and approve overall human resources planning; Select middle managers, directors or other executive staff; delegate the necessary authority to them and create optimum working conditions; Co-ordinate the work of regions, divisions or departments; Represent the organization, or delegate representatives to act on behalf of the organization, in negotiations or other official functions

#### 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

Intended job posting audience: Only persons who are legally allowed to work in Canada can apply for this job. If you are not currently authorized to work in Canada, do not apply as the employer will not consider your job application.

#### **How to Apply**

[job@micoligroup.com](mailto:job@micoligroup.com)

# Job Board Posting

Date Printed: 2024/05/08

## Operations Chief

<b>Job ID</b>	<b>AE0F67B18CE7C</b>	
<b>Web Address</b>	<a href="http://NewCanadianWorker.ca/viewjob?jobname=AE0F67B18CE7C">http://NewCanadianWorker.ca/viewjob?jobname=AE0F67B18CE7C</a>	
<b>Company</b>	Cairo Development Ltd.	
<b>Location</b>	Calgary, Alberta	
<b>Date Posted</b>	From: 2021-10-15	To: 2022-04-13
<b>Job</b>	Type: Full-time	Category: Construction
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<b>Languages</b>	English	

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Education: Bachelor's degree or equivalent experience

Experience: 5 years or more

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# Job Board Posting

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

Date Printed: 2024/05/08

## Operations Chief

<b>Job ID</b>	<b>80CB4EE6F4C90</b>	
<b>Web Address</b>	<a href="http://NoExperienceNeeded.ca/viewjob?jobname=80CB4EE6F4C90">http://NoExperienceNeeded.ca/viewjob?jobname=80CB4EE6F4C90</a>	
<b>Company</b>	Cairo Development Ltd.	
<b>Location</b>	Calgary, Alberta	
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