



# 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: 2024/05/18

## Hotel Front Desk Clerk

|                       |   |                       |
|-----------------------|---|-----------------------|
| <b>Job ID</b>         | <b>XH-VD-UH-08-05-52</b>  |                       |
| <b>Web Address</b>    | <a href="https://careers.indigenous.link/viewjob?jobname=XH-VD-UH-08-05-52">https://careers.indigenous.link/viewjob?jobname=XH-VD-UH-08-05-52</a> |                       |
| <b>Company</b>        | Happy Planet Enviro Services INC O/A Prairie Mountain Inn   |                       |
| <b>Location</b>       | Dauphin, Manitoba   |                       |
| <b>Date Posted</b>    | From: 2019-07-15  | To: 2020-01-11        |
| <b>Job</b>            | Type: Full-time   | Category: Hospitality |
| <b>Job Start Date</b> | As soon as possible   |                       |
| <b>Job Salary</b>     | \$13.70 Hourly, for 40.00 Hours per week  |                       |
| <b>Languages</b>      | English   |                       |

### Description

Job Types

Regular job

Terms of Employment:

Permanent, Full Time

Location:

1501 Main Street S

Dauphin, MB

R7N 3B3

Skill Requirements:

Education:

Secondary (high) school graduation certificate Experience

Credentials (certificates, licences, memberships, courses, etc.):

Not required

Experience:

1 year to less than 2 years

Specific 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, Clerical duties (i.e. faxing, filing, photocopying), Provide customer service, Answer telephone and relay telephone calls and messages

Personal Suitability

Flexibility, Effective interpersonal skills, Client focus, Organized, Reliability

Essential Skills:

Reading text, Numeracy, Communication, Working with others, Problem solving

Work setting:

Hotel, motel, resort

Work conditions and physical capabilities:

Standing for extended periods, Attention to detail, Fast-paced environment

**How to Apply**

By Mail 1501 Main Street S Dauphin, MB R7N 3B3 By email: [skdevgon@yahoo.com](mailto:skdevgon@yahoo.com)

# Job Board Posting

Date Printed: 2024/05/18

## Hotel Front Desk Clerk

|                       |   |                       |
|-----------------------|---|-----------------------|
| <b>Job ID</b>         | <b>NCW000501</b>  |                       |
| <b>Web Address</b>    | <a href="http://NewCanadianWorker.ca/viewjob?jobname=NCW000501">http://NewCanadianWorker.ca/viewjob?jobname=NCW000501</a> |                       |
| <b>Company</b>        | Happy Planet Enviro Services INC O/A Prairie Mountain Inn   |                       |
| <b>Location</b>       | Dauphin, Manitoba   |                       |
| <b>Date Posted</b>    | From: 2019-07-15  | To: 2020-01-11        |
| <b>Job</b>            | Type: Full-time   | Category: Hospitality |
| <b>Job Start Date</b> | As soon as possible   |                       |
| <b>Job Salary</b>     | \$13.70 Hourly, for 40.00 Hours per week  |                       |
| <b>Languages</b>      | English   |                       |

### Description

Job Types

Regular job

Terms of Employment:

Permanent, Full Time

Location:

1501 Main Street S

Dauphin, MB

R7N 3B3

Skill Requirements:

Education:

Secondary (high) school graduation certificate Experience

Credentials (certificates, licences, memberships, courses, etc.):

Not required

Experience:

1 year to less than 2 years

Specific 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, Clerical duties (i.e. faxing, filing, photocopying), Provide customer service, Answer telephone and relay telephone calls and messages

Personal Suitability

Flexibility, Effective interpersonal skills, Client focus, Organized, Reliability

Essential Skills:

Reading text, Numeracy, Communication, Working with others, Problem solving

Work setting:

Hotel, motel, resort

Work conditions and physical capabilities:

Standing for extended periods, Attention to detail, Fast-paced environment

**How to Apply**

By Mail 1501 Main Street S Dauphin, MB R7N 3B3 By email: [skdevgon@yahoo.com](mailto:skdevgon@yahoo.com)

# Job Board Posting

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

Date Printed: 2024/05/18

## Hotel Front Desk Clerk

|                       |   |                       |
|-----------------------|---|-----------------------|
| <b>Job ID</b>         | <b>NDLADYSX20296</b>  |                       |
| <b>Web Address</b>    | <a href="http://NoExperienceNeeded.ca/viewjob?jobname=NDLADYSX20296">http://NoExperienceNeeded.ca/viewjob?jobname=NDLADYSX20296</a> |                       |
| <b>Company</b>        | Happy Planet Enviro Services INC O/A Prairie Mountain Inn   |                       |
| <b>Location</b>       | Dauphin, Manitoba   |                       |
| <b>Date Posted</b>    | From: 2019-07-15  | To: 2020-01-11        |
| <b>Job</b>            | Type: Full-time   | Category: Hospitality |
| <b>Job Start Date</b> | As soon as possible   |                       |
| <b>Job Salary</b>     | \$13.70 Hourly, for 40.00 Hours per week  |                       |
| <b>Languages</b>      | English   |                       |

### Description

Job Types

Regular job

Terms of Employment:

Permanent, Full Time

Location:

1501 Main Street S

Dauphin, MB

R7N 3B3

Skill Requirements:

Education:

Secondary (high) school graduation certificate Experience

Credentials (certificates, licences, memberships, courses, etc.):

Not required

Experience:

1 year to less than 2 years

Specific 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, Clerical duties (i.e. faxing, filing, photocopying), Provide customer service, Answer telephone and relay telephone calls and messages

Personal Suitability

Flexibility, Effective interpersonal skills, Client focus, Organized, Reliability

Essential Skills:

Reading text, Numeracy, Communication, Working with others, Problem solving

Work setting:

Hotel, motel, resort

Work conditions and physical capabilities:

Standing for extended periods, Attention to detail, Fast-paced environment

**How to Apply**

By Mail 1501 Main Street S Dauphin, MB R7N 3B3 By email: [skdevgon@yahoo.com](mailto:skdevgon@yahoo.com)