



Marketing Vice-President - Clerical Staff Services

Posted by The Waymaker Inc.

Posting Date : 02-Dec-2024

Closing Date : 31-May-2025

Location : Edmonton

Salary : \$80.50 to 90.50 (To be negotiated) Per Hour

Job Requirements

- **Education:** Bachelor's degree
- **Language:** English
- **Years of Experience:** 3 years
- **Vacancy:** 1
- **Job Type:** Full Time
- **Job ID:** DISJ2112244

Job Description:

Overview

1 vacancy

Full time
Permanent employment

Languages

English

Education

Bachelor's degree

Experience

3 years to less than 5 years

On site

Work must be completed at the physical location. There is no option to work remotely.

Work setting

Business services
Data processing and computers
Consulting firm

Responsibilities

Tasks

Allocate material, human and financial resources to implement organizational policies and programs

Authorize and organize the establishment of major departments and associated senior staff positions

Establish objectives for the organization and formulate or approve policies and programs

Represent the organization, or delegate representatives to act on behalf of the organization, in negotiations or other official functions

Select middle managers, directors or other executive staff; delegate the necessary authority to them and create optimum working conditions

Manage events

Conduct performance reviews

Establish financial and administrative controls; formulate and approve promotional campaigns; and approve overall human resources planning

Who can apply to this job?

Only apply to this job if:

- You are a Canadian citizen, a permanent or a temporary resident of Canada.
- You have a valid Canadian work permit.

If you are not authorized to work in Canada, **do not apply**. The employer **will not respond to your application**.

How to apply

By email

info@thewaymakerinc.ca

To apply for this job vacancy, please send your resume along with a cover letter and a reference letter from your previous employer to the following email: info@thewaymakerinc.ca

Posted on Disabled job Portal