



administrative officer

Posted by: ERA GRANITE LTD.

Posting date: 05-Mar-2026 **Closing date:** 01-Sep-2026

Education: Secondary (high) school graduation certificate

Language: English

Job location: Edmonton

Salary: \$36.00 hourly / 35 hours per week Per Week

Years of Experience: 2 years

Vacancy: 1

Job Type: Full Time

Job id: CAJ7330438

Job description:

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: simran@eragranite.ca

Posted on canadianjobportal.com