



## Marketing Vice-President - Clerical Staff Services

**Posted by:** Waymaker Creative Services

**Posting date:** 08-Apr-2024      **Closing date:** 05-Oct-2024

**Education:** Bachelor's Degree

**Language:** English

**Job location:** Edmonton

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

**Years of Experience:** 3 years

**Vacancy:** 1

**Job Type:** Full Time

**Job id:** CAJ3907006

Expired

### Job description:

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

### **Work setting**

Business services

Data processing and computers

Consulting firm

### **Who can apply for 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**.

**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: [waymakercreatives@gmail.com](mailto:waymakercreatives@gmail.com)**

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