Human resources officer NOC 12101

Job ID
48925

688953 BC Ltd. o/a Comfort Inn and Suites Surrey

VIEW THIS JOB ONLINE: https://mail.newcomersjobs.com/jobs/48925

LOCATION	DATE POSTED	EXPIRY DATE
8255-166 St. Surrey, Surrey, British Columbia, BC | British Columbia	30-01-2026	25-01-2027

TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD 36.60 hourly / 35 hours per week	1 year to less than 2 years	College/CEGEP

Job Details

Company: 688953 BC Ltd. o/a Comfort Inn and Suites Surrey

Vacancy: 1

Position: Human resources officer NOC 12101

Wage: 36.60 hourly / 35 hours per week

Terms of employment: Permanent employment, full time, day , Evening

Business and job location:8255-166 St. Surrey, BC V4N 5R8

Job Description

Languages

English

Education

College/CEGEP

Experience

1 year to less than 2 years

On site

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

Responsibilities

Tasks

Identify current and prospective staffing requirements

Collect and screen applicants

Advise job applicants on employment requirements and terms and conditions of employment
Review candidate inventories
Contact potential applicants to arrange interviews
Recruit graduates of colleges, universities and other educational institutions
Notify applicants of results of selection process and prepare job offers
Advise managers and employees on staffing policies and procedures
Organize staff consultation and grievance procedures
Determine eligibility to entitlements and arrange staff training

Experience and specialization
Computer and technology knowledge
MS Word

Additional information
Work conditions and physical capabilities
Fast-paced environment
Attention to detail

Personal suitability
Flexibility
Organized

How to apply
By email
hrkoonerconstruction@gmail.com

Downloaded from newcomersjobs.com on 01-11-2026