

ArrowHead Recruitments & Consulting

<https://arrowheadconsulting.ca/job/general-manager-sales-trade-broadcasting-and-other-services-noc-12200/>

General manager, sales trade, broadcasting and other services

Description

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Accounting technicians and bookkeepers maintain complete sets of books, keep records of accounts, verify the procedures used for recording financial transactions, and provide personal bookkeeping services. They are employed throughout the private and public sectors, or they may be self-employed.

Responsibilities

Job duties

Here are some of the main activities and tasks that Senior managers – trade, broadcasting and other services have to perform, and some of the physical demands they involve:

- Establish objectives for the company and formulate or approve policies and programs
- Authorize and organize the establishment of major departments and associated senior staff positions
- Allocate material, human and financial resources to implement organizational policies and programs; establish financial and administrative controls; formulate and approve promotional campaigns; and approve overall personnel planning
- Select middle managers, directors or other executive staff
- Coordinate the work of regions, divisions or departments
- Represent the company, or delegate representatives to act on behalf of the company, in negotiations or other official functions.

Workplaces and employers

Here are the typical workplaces where Senior managers – trade, broadcasting and other services are employed and some of their main characteristics:

- Retail trade
- Establishments in broadcasting and related media services
- Wholesale trade
- Accommodation and food services
- Self-employed
- Other services companies

Qualifications

Employment requirements

This is what you typically need for the job.

Hiring organization

ArrowHead Recruitments & Consulting

Employment Type

Full-time

Beginning of employment

ASAP

Duration of employment

Permanent

Industry

broadcasting, retail, wholesale, and food service.

Job Location

Edmonton, Alberta, Canada

Working Hours

9 AM TO 5 PM

Base Salary

\$ 25/hr - \$ 29/hr

Date posted

May 1, 2025

Valid through

31.05.2025

- Completion of secondary school is required.
- Completion of a college program in accounting, bookkeeping or a related field or completion of two years (first level) of a recognized professional accounting program (e.g., Chartered Accounting, Certified General Accounting) or courses in accounting or bookkeeping combined with several years of experience as a financial or accounting clerk are required.