



WESTMAN IMMIGRANT SERVICES

Assisting people from around the world

Job Posting – Casual Position

Resettlement Assistance Program (RAP) Life Skills Worker

Essential function: Enhance life skills and adaptation for newcomers to Canada

KNOWLEDGE, SKILLS, AND ABILITIES

- Effective problem solving skills
- Excellent oral and written communication skills; ability to communicate in a second language is preferred
- Organizational and time management skills
- Creative thinking and problem solving
- Ability to work collaboratively with others
- Initiative, flexibility and adaptability
- Ability to maintain confidentiality guidelines of all records, materials and communications concerning clients, staff
- possess cultural awareness and sensitivity

In addition, access to a vehicle and a valid driver's license is required. Candidates selected for interviews will be required to submit a Driver's Abstract.

IF YOU ARE INTERESTED IN THIS POSITION, PLEASE SEND A

Reply with a cover letter and resume by email, to:

info@westmanimmigrantservices.ca

Deadline – Friday, December 27, 2019