

JOB POSTING DETAILS

Employer	Royal Canadian Legion Branch 25	Job Type	RI
Job Title	Digital Asset Management Intern	Duration	Intern
Job ID	11653	Location	Sault Ste. Marie
Date Posted	October 22, 2021	Closing Date	November 23, 2021

Job Overview - Description & Duties

Branch 25, RCL is seeking to employ a qualified candidate in the position of Digital Asset Management Intern.

This is a one year employment contract, working 35 hours per week with some flexibility on working hours.

Required Skills

The ideal candidate will be a talented, self motivated individual with a post secondary education in Library Sciences or related field with supported work experience.

Candidate must meet the "NOHFC - Workforce Development Stream "requirements, such as:

- Legally entitled to work in Canada
- Resident of Northern Ontario
- 18 years of age or older
- Must not have been previously employed under the "People and Talent Program" of NOHFC

Other Requirements

Work experience using photo editing, scanners, importing files and merging documents using Microsoft Office products are an asset.

How to Apply

We thank all candidates in advance for your interest. Only those selected for an interview will be contacted. No calls or visits please. Branch 25 of the Royal Canadian legion is an equal opportunity employer and encourages applications from qualified applicants regardless of race, religion, sex, sexual orientation, gender identity, Aboriginal status, nationality, age, or any other factor.

Please send your resume and covering letter in an e-mail to President Branch 25, at rclbranch25@gmail.com on or before 23 November, 2021, marked "Intern Application".