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# **Groupwebinar.com - February 24, 2023, 2:15 am** Webpage: https://groupwebinar.com/28340



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1. YELLOW BAND Maxi Driver wanted.

#### YELLOW BAND Maxi Driver wanted.

YELLOW BAND Maxi Driver wanted. Contact 362-8760 [View file #4675 online]



2. A-CLASS STITCHERS & Sergers. 1 Male Sewing Room Assistant.

## A-CLASS STITCHERS & Sergers. 1 Male Sewing Room Assistant.

A-CLASS STITCHERS & Sergers. 1 Male Sewing Room Assistant. 678-9883 [View file #4676 online]



3. JOINER, EXPERIENCED Needed (Arima).

## JOINER, EXPERIENCED Needed (Arima).

JOINER, EXPERIENCED Needed (Arima). 710-7976 [View file #4677 online]



4. SHEIK LISHA LTD. REQUIRES: Sales Representative Drivers Warehouse Clerk Payroll/ Office Clerk

# SHEIK LISHA LTD. REQUIRES: Sales Representative Drivers Warehouse Clerk Payroll/ Office Clerk

SHEIK LISHA LTD. REQUIRES: Sales Representative Drivers Warehouse Clerk Payroll/ Office Clerk Computer Literacy Must be able to work in a fast pace environment. Apply in person #44 SMR Warrenville, Cunupia

[View file #4678 online]



5. ROTI MAKER and Wrapper to work shift.

## **ROTI MAKER and Wrapper to work shift.**

ROTI MAKER and Wrapper to work shift. Petit Valley. 637-8310 [View file #4679 online]



6. EXPERIENCED TRACTOR Truck/ Trailers Loader Need Urgently.

#### **EXPERIENCED TRACTOR Truck/ Trailers Loader Need Urgently.**

EXPERIENCED TRACTOR Truck/ Trailers Loader Need Urgently. Experienced Tent Builder/ Driver Needed Urgently. 692-0029/ 336-2935
[View file #4680 online]



7. PEST CONTOL Technician and Sales Representative needed for Commercial & Residential Services.

# PEST CONTOL Technician and Sales Representative needed for Commercial & Residential Services.

PEST CONTOL Technician and Sales Representative needed for Commercial & Residential Services. Must have drivers license and be able to drive stick shift. Must reside in East, Central, South. 689-9734

[View file #4681 online]



8. HEAVY-T/ FORKLIFT DRIVER With at least 3 years experience in both fields.

# **HEAVY-T**/ **FORKLIFT DRIVER With at least 3 years experience in both fields.**

HEAVY-T/ FORKLIFT DRIVER With at least 3 years experience in both fields. 388-4971/671-6939 [View file #4682 online]



9. FEMALE GRILL Cart Assistant Needed from Wednesday-Saturday, 4:00pm-11:00PM. \$20/ Hr, Gasparillo.

# FEMALE GRILL Cart Assistant Needed from Wednesday-Saturday, 4:00pm-11:00PM. \$20/ Hr, Gasparillo.

FEMALE GRILL Cart Assistant Needed from Wednesday-Saturday, 4:00pm-11:00PM. \$20/ Hr, Gasparillo. 729-5205.

[View file #4683 online]



10. CASHIER NEEDED

#### **CASHIER NEEDED**

CASHIER NEEDED 339-2858. [View file #4684 online]



11. 10 TON TRUCK Drivers (3 years plus experience).

## 10 TON TRUCK Drivers (3 years plus experience).

10 TON TRUCK Drivers (3 years plus experience). ADMIN/ CUSTOMER REPRESENTATIVE (Peachtree experience) MERCHANDISERS (with vehicle) FORKLIFT DRIVERS for Warehouse (Debe) FEMALE WAREHOUSE CLERK (Debe) sharleness123@gmail.com 479-3804, San Fernando.

[View file #4685 online]



12. SALES REP. (Male) On The Road, Couva.

#### SALES REP. (Male) On The Road, Couva.

SALES REP. (Male) On The Road, Couva. Call 722-9318 idealvacancy01@gmail.com [View file #4686 online]



13. MEDICAL ADMIN, Biomed Techician and wheelchair Assistant

#### MEDICAL ADMIN, Biomed Techician and wheelchair Assistant

MEDICAL ADMIN, Biomed Techician and wheelchair Assistant vacancies. Please send resume to:healthcaretthr@gmail.com
[View file #4687 online]



14. MERCHANDISERS NEEDED.

#### MERCHANDISERS NEEDED.

MERCHANDISERS NEEDED. 678-0148
[View file #4688 online]



15. 1 Experienced Pharmacy Dispensary Clerk and 1 Data Entry Clerk wanted in Couva

# 1 Experienced Pharmacy Dispensary Clerk and 1 Data Entry Clerk wanted in Couva

1 Experienced Pharmacy Dispensary Clerk and 1 Data Entry Clerk wanted in Couva [View file #4696 online]



16. 1 Marketing Vacancy and 3 Spa Vacancy at a Day Spa

## 1 Marketing Vacancy and 3 Spa Vacancy at a Day Spa

1 Marketing Vacancy and 3 Spa Vacancy at a Day Spa [View file #4697 online]



17. 10 Ton Truck Drivers wanted

#### 10 Ton Truck Drivers wanted

10 Ton Truck Drivers wanted [View file #4698 online]



18. Admin - Customer Service REps wanted

## **Admin - Customer Service REps wanted**

Admin - Customer Service REps wanted [View file #4700 online]



19. Baker Delivery Driver wanted - \$250

## **Baker Delivery Driver wanted - \$250**

Baker Delivery Driver wanted - \$250 [View file #4702 online]



20. Contracter wanted with Electrical and Welding Experience

## Contracter wanted with Electrical and Welding Experience

Contracter wanted with Electrical and Welding Experience [View file #4705 online]



21. Courier, Class 5 Truck Drivers, Excavaor Operators, Warehouse Attandanrts and Civil Engineers Wanted

# Courier, Class 5 Truck Drivers, Excavaor Operators, Warehouse Attandanrts and Civil Engineers Wanted

Courier, Class 5 Truck Drivers, Excavaor Operators, Warehouse Attandanrts and Civil Engineers Wanted

[View file #4707 online]

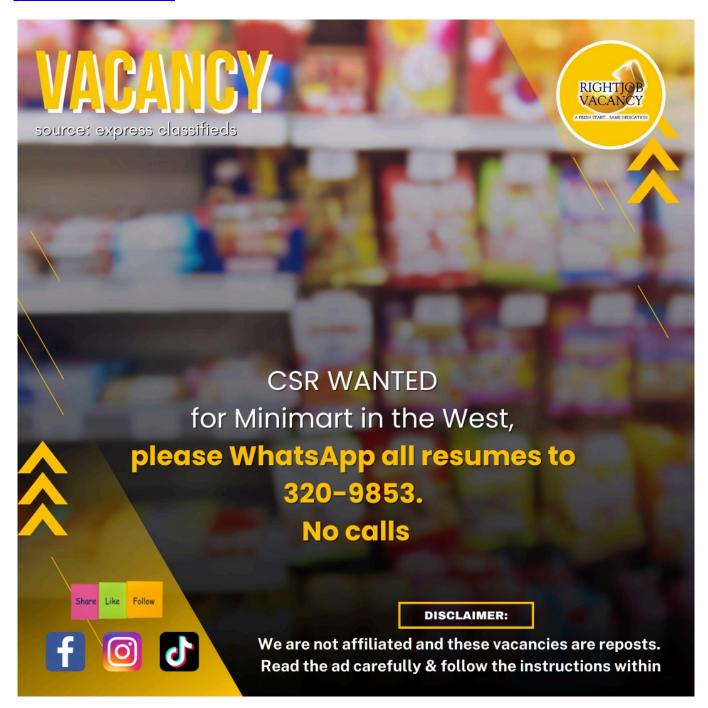




22. CSR wanted for MiniMart in West

#### **CSR** wanted for MiniMart in West

CSR wanted for MiniMart in West [View file #4708 online]



23. Driver - Delivery Man Wanted for Auto Parts Company in Debe and Penal

# **Driver - Delivery Man Wanted for Auto Parts Company in Debe and Penal**

Driver - Delivery Man Wanted for Auto Parts Company in Debe and Penal [View file #4712 online]



24. Driver Attendant Class 4 Required for El Socorro Company - 25 years of age min

# Driver Attendant Class 4 Required for El Socorro Company - 25 years of age min

Driver Attendant Class 4 Required for El Socorro Company - 25 years of age min [View file #4713 online]



25. Driver Wanted for Big Green Band school Maxi in Couva area

## Driver Wanted for Big Green Band school Maxi in Couva area

Driver Wanted for Big Green Band school Maxi in Couva area <a href="View file #4714 online">[View file #4714 online]</a>



26. Dump Truck Drivers Wanted For Nissan 10 Wheeler

## **Dump Truck Drivers Wanted For Nissan 10 Wheeler**

Dump Truck Drivers Wanted For Nissan 10 Wheeler [View file #4715 online]



27. Experienced CK-20 Dumper Driver Wanted

## **Experienced CK-20 Dumper Driver Wanted**

Experienced CK-20 Dumper Driver Wanted [View file #4717 online]





28. Femal Office and Warehouse Assistant wanted in St Augustine

#### Femal Office and Warehouse Assistant wanted in St Augustine

Femal Office and Warehouse Assistant wanted in St Augustine [View file #4718 online]



29. Female Warehouse Clerk wanted in Debe

#### Female Warehouse Clerk wanted in Debe

Female Warehouse Clerk wanted in Debe [View file #4719 online]



30. Forklift Drivers for Warehouse in Debe Wanted

#### **Forklift Drivers for Warehouse in Debe Wanted**

Forklift Drivers for Warehouse in Debe Wanted [View file #4721 online]



31. Heavy T Driver and Loader

## **Heavy T Driver and Loader**

Heavy T Driver and Loader
[View file #4722 online]



32. IRP is looking for a Commercial Technician.

## IRP is looking for a Commercial Technician.

□□We're Hiring□□

IRP is looking for a Commercial Technician.

Please feel free to send your CVs to hrofficer@irpltd.com or call 868-674-0693/4 for more information.

[View file #4724 online]



## WE'RE HIRING!

## **POSITION** AVAILABLE

#### **COMMERCIAL TECHNICIAN**

#### **Position Overview**

This position will support the Commercial Systems & Portable Instrumentation section of the Department to efficiently provide service to effectively satisfy the requirements of the Department's customers by adhering to the Company's work practices, HSSE standards and guidelines.

#### RESPONSIBILITIES

- Provide support, efficiently service, and repair all equipment supported by IRP Fire & Safety Limited and/or other vendors and suppliers' equipment assigned. This includes but is not limited to, Fire Detection, Gas Detection, and Fire Suppression systems. Partake in FAT, SAT, and commissioning of systems.
- Partake in the service and repair of all equipment designated to be serviced by the Commercial Systems team.
- Assist with and conduct the installation of components supplied and/or supported by IRP Fire & Safety Limited's Engineering & Projects Department.
- Responsible for preparing bill of quantities for parts/components pertaining to repairs to all Commercial Systems equipment. Be able to carry out work for industrial and commercial clients as required.
- Attend all monthly staff meetings and other communication sessions as required.
- Be available for unscheduled work that is outside of the norm as well as on call work that may arise from time to time.
- Assist with scope of works development for job(s) including spares, tools, and consumables required for repairs or service.
- Sign off all scope of works documents for jobs assigned to confirm understanding of client requirements.
- Ensure Quality Control Documents/Checklists for equipment (of both new and repaired equipment) are completed prior to leaving IRP Fire & Safety Limited. Ensure that documents are completed and reviewed for proper filing and documentation control.
- Be responsible for timely follow ups on documentation and repairs assigned.
- Submit reports daily, hard and/or soft copy via IRP's Asset Management software i.e., reports/evaluations to Senior Technician/Team Lead for approval with other related documents on service-related work and site visits.
- Any other related duties as required by the job function.

#### REQUIRED EDUCATION:

- Electrical and Electronic Engineering Technician Diploam {EET Dip.} or Mechanical Engineering Technician Diploma {MET Dip.} or Equivalent course of study and/or expertise from an accredited institution.
   Trained in Microsoft Office including Word, Excel, Power Point.

  Trained in Technical Process With Institution Institution.
- Trained in Technical Report Writing.

#### REQUIRED EXPERIENCE:

- 2-3 years overall work experience.
- Minimum 1 year of experience in oil & gas sector.
- Ability to multitask and prioritise tasks. Excellent time management skills
- Experience working in a fast pace, dynamic environment.
- Team-oriented with good interpersonal skills.
- Communicates well accross all levels.

APPLY TODAY





33. IRP is looking for an Administrative Assistant

## IRP is looking for an Administrative Assistant

IRP is looking for an Administrative Assistant [View file #4725 online]



## WE'RE HIRING!

## **POSITION AVAILABLE**

#### **ADMINISTRATIVE ASSISTANT**

**Position Overview** 

This position will be responsible for warmly welcoming trainees/other personnel to the Training Centre via telephone and/or in person and efficiently receiving and dispatching incoming and outgoing calls in a professional manner. The position will also assist the Training personnel with the preparation for upcoming training sessions and will perform Pre and Post administrative duties.

#### RESPONSIBILITIES

- Welcome trainees and visitors, log their arrival and departure, ensure the relevant Training personnel are notified.
- Receive and resolve customer queries.
- Administer and process all Petty Cash transactions; maintain the Petty Cash float. Prepare Petty cash reimbursement claims on a weekly basis.
- Receive, issue receipts, and deposit all cheques collected from external clients. Prepare vouchers related to various revenues
- Ensure all petty cash costs for trainings are captured on Sage prior to invoicing by preparing adjustment forms with the ne essary supporting documents.
- Communicate with Customer Service Representatives (CSRs) to generate quotations and invoices for customers. Provide all supporting documents to CSRs for the invoicing process and follow up.
- Perform general clerical duties to include, but not limited to, training record keeping, copying, mailing, scanning, and filing.
- Generate certificates and wallet cards where necessary by taking photos of the attendees.
- Coordinate breakfast and lunches for trainees or as required.
- Responsible for stationery and grocery administration; including ordering/receiving for the Training Centre.
- Assist with tender preparation.
- Process the invoices related to Training Center purchase orders for Logistics to close the order and Accounts to issue
- Any other related duties as required by the job function.

#### REQUIRED EDUCATION:

- Five (5) CXC O'Levels
- Certificate/Diploma in Business Administration
- Pursuing a BA in General Administration or another related field will be an asset
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint, and Outlook)

#### REQUIRED EXPERIENCE:

- Minimum of 1-2 years' previous experience providing administrative support.
- Training in customer service.
- Strong written and communication skills.
- Excellent time management skills and the ability to prioritize work.
- Working knowledge of general office and clerical procedures.

**APPLY TODAY** 



nrofficer@irpltd.com



**868 674 0693/4** 



34. Male Worker Wanted for Hydroponic Growth Shop in the East

## Male Worker Wanted for Hydroponic Growth Shop in the East

Male Worker Wanted for Hydroponic Growth Shop in the East [View file #4728 online]



35. Manual Driving Driver wanted for Catering industry job

## Manual Driving Driver wanted for Catering industry job

Manual Driving Driver wanted for Catering industry job [View file #4730 online]



36. Medical Associates is seeking a Medical Laboratory Technician

## Medical Associates is seeking a Medical Laboratory Technician

Medical Associates is seeking a Medical Laboratory Technician [View file #4731 online]



# CAREER OPPORTUNITIES



# MEDICAL LABORATORY TECHNICIAN

#### **DOCUMENTARY REQUIREMENTS:**

Application letter with resume addressed to Dr. Lysha Selvarajah; Clinical & HR Administrator

- Fully accomplished Personal Data Sheet with Work Experience.
- Performance Rating in the last rating period (if applicable).
- · Transcript of Records, Diploma or Degree
- Certificate of Employment & Work History

For Inquiries, you may contact the Human Resources Department at 662.2766 Ext. 4020

SUBMIT YOUR APPLICATION TO: HR2@MEDICALASSOCIATESTT.INFO

**DEADLINE FOR APPLICATIONS: SEP 30TH 2022** 

\*\*APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.\*\*

37. Merchandisers with Vehicle wanted

#### **Merchandisers with Vehicle wanted**

Merchandisers with Vehicle wanted [View file #4732 online]



#### 38. Pharmacist - Relief Pharmacist Wanted

#### **Pharmacist - Relief Pharmacist Wanted**

**Now Hiring** 

POSITION - Pharmacist / Relief Pharmacist

Rite Health Pharmacy Located @ 98 Main Road Londenville

#### Requirements

- Must be registered
- Must have 3 years working experience together with Relevant certifications and Resume

Please call 375-4370 / 479-0428

Forward applications to hartren56@gmail.com or desktopsupplies@yahoo.com [View file #4736 online]





39. Salesperson Vacancy at Koan

#### Salesperson Vacancy at Koan

VACANCY!

Please email resumes to info@koantt.com or call 682-7550 for further details.

Applicants must specify the position they are applying for in the email subject line (E.g. John Doe Resume for Salesperson Position)

#### □□ PLEASE NOTE:

Resumes will NOT be accepted via Social Media and applications will NOT be processed through Social Media!

[View file #4743 online]



40. SEWING MACHINE TECHNICIAN wanted in East Trinidad

#### **SEWING MACHINE TECHNICIAN wanted in East Trinidad**

SEWING MACHINE TECHNICIAN wanted in East Trinidad [View file #4744 online]





41. Social Media Personnel wanted in San Juan

## Social Media Personnel wanted in San Juan

Social Media Personnel wanted in San Juan <a href="View file #4745 online">View file #4745 online</a>]



42. SWAG N BRAG Now hiring at all branches Watsapp included

## SWAG N BRAG Now hiring at all branches Watsapp included

SWAG N BRAG Now hiring at all branches Watsapp included <a href="View file #4746 online">[View file #4746 online]</a>



43. Tobago Central Administrative Services Vacancies

## **Tobago Central Administrative Services Vacancies**

Tobago Central Administrative Services Vacancies <a>[View file #4748 online]</a>



#### CENTRAL ADMINISTRATIVE SERVICES TOBAGO

P.O. Box 199, Orange Hill Road, Lower Scarborough, Tobago Telephone No. 639 2652/7 Fax No. 639 2505 Email: opm-castic-gov.tt

# **VACANCIES**

Applications are invited from suitably qualified persons to fill the following positions, on contract, at the Central Administrative Services Tobago.

## Business Operations Assistant I Pension and Leave Officer

Please submit your application letter along with a detailed Curriculum Vitae and the names and contacts of two (2) references to:

Director, Human Resources
Central Administrative Services Tobago
P.O. Box 199, Orange Hill Road
Lower Scarborough, Tobago

Please note applications must be sent by mail or hand delivered.

Closing date for the receipt of all applications:

Friday 23rd September, 2022

To download the full job description, please visit www.cast.gov.tt

44. Trained and Experienced Teachers between San Juan And Arima wanted in Curepe Pre-School and Primar

# Trained and Experienced Teachers between San Juan And Arima wanted in Curepe Pre-School and Primary Primary Depts

Trained and Experienced Teachers between San Juan And Arima wanted in Curepe Pre-School and Primary Primary Depts

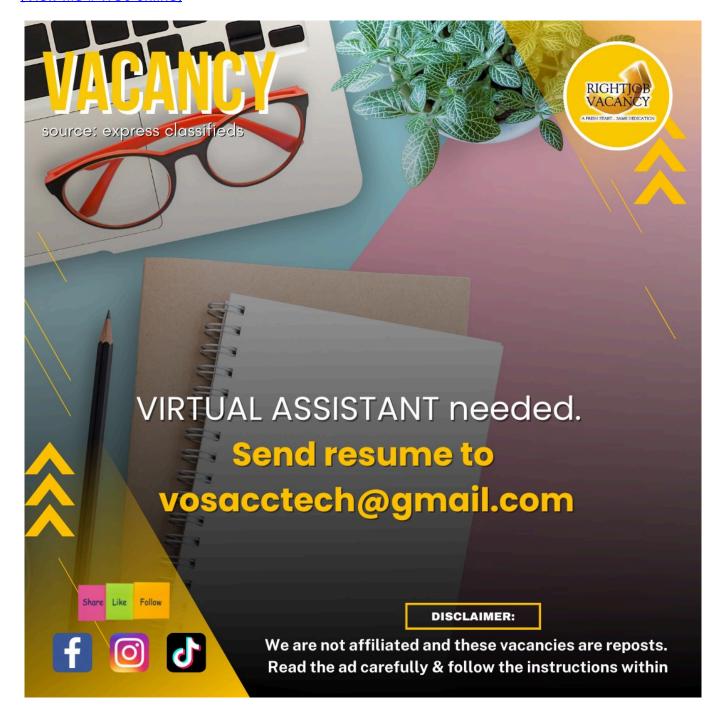
[View file #4749 online]



45. Virtual Assistant wanted

#### **Virtual Assistant wanted**

Virtual Assistant wanted [View file #4750 online]



46. \_\_\_\_\_ \_ \_ Vacancy at Pilot Management S

#### Services

[View file #4751 online]

# **WE ARE HIRING**

# PEST CONTROL SALES REPRESENTATIVE

We are looking for a qualified representative to be responsible for generating leads and meeting sales goals at our Trinidad Branch

#### **RESPONSIBILITIES / REQUIREMENTS**

- Conduct both telemarketing and on the road sales to your assigned zone.
- Collaborate with inside sales associate team members and sales managers to ensure each potential client is satisfied.
- Follow up with current and former customers to sell new and additional services.
- Conduct accurate and detailed site visits
- Build positive, strong relationships with clients and make suggestions to clients on how to avoid pest problems when appropriate.
- Responsible for performing assigned duties in a timely manner
- Ability to identify prospects for related issues.

#### **REMUNERATION AND BENEFITS**

Compensation and benefits commensurate with knowledge, experience, and qualifications,

#### **APPLY NOW**

Send us your CV: hradmintt@pilotmanagementservices.com







47. □□ Curepe Baking Assistant Vacancy

# **□□** Curepe Baking Assistant Vacancy

☐☐ Curepe Baking Assistant Vacancy <a>[View file #4752 online]</a>



ALEX CREAMERY IS HIRING!

# **BAKING ASSISTANT**

Must be certified in baking and pastry arts.

Please send resumes, certificates and photos of your work to alexcreamery07@gmail.com or via WhatsApp at 754-6480



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