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# assistant manager, hotel

**Posted by:** Travelodge Golden

**Location:** Golden

**Salary:** \$32.97 hourly / 35 to 40 hours per week Per Week

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## Job Details

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**Job ID**

NCJ7280343

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**Posting Date :** 20-Oct-2025

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**Expiry Date :** 18-Apr-2026

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**Education :** Secondary (high) school graduation certificate

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**Language :** English

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**Vacancies :** 1

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**Years of Experience :** 1 year

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**Job Type :** Full Time

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## Job Description

Location: 1200 12th Street N Golden, BC V0A 1H2

Work location: On site

Salary: 32.97 hourly / 35 to 40 hours per week

Terms of employment: Permanent employment, Full time

Employment Condition: Morning, Day

Employment Groups: Support for persons with disabilities, Support for newcomers and refugees, Support for youths, Support for Veterans, Support for Indigenous people, Support for mature workers, Supports for visible minorities.

Starts as soon as possible

Vacancies: 1 vacancy

Overview

Languages: English

Education: Secondary (high) school graduation certificate

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

Develop and implement policies and procedures for daily operations

Recruit and hire staff

Supervise staff

Conduct performance reviews

Negotiate with suppliers for the provision of materials and supplies

Negotiate with clients for the use of facilities

Prepare budgets and monitor revenues and expenses

Prepare marketing plans

Implement marketing activities

Arrange for and oversee maintenance activities

Enforce policies and procedures

Assist clients/guests with special needs

Establish work schedules

How to apply

Direct Apply: By Direct Apply

By email: [hr.travelodge.golden@gmail.com](mailto:hr.travelodge.golden@gmail.com)

By mail: 1200 12th Street N Golden, BC V0A 1H2

Job Location: 1200 12th Street N Golden, BC V0A 1H2

Employer: Travelodge Golden

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To apply for this job vacancy, please send your resume along with a cover letter and a reference letter from your previous employer to the following email: [hr.travelodge.golden@gmail.com](mailto:hr.travelodge.golden@gmail.com)

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