

6th of July 2022 Trinidad and Tobago Job Vacancies Table Of Content

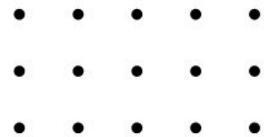
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1. Accounts Admin needed in Piarco

Accounts Admin needed in Piarco

Accounts Admin needed in Piarco

[\[View file #2347 online\]](#)



ACCOUNTS ADMIN

With Retail Experienced, company in Piarco.

678-9560, 669-8750



2. Driver and Worker needed by Tent company in Debe

Driver and Worker needed by Tent company in Debe

Driver and Worker needed by Tent company in Debe

[\[View file #2348 online\]](#)

DRIVER/ WORKER

For tent company Debe,
Must Do Both.

Contact: 337-2735

3. Female Sales Associate Needed in Woodbrook

Female Sales Associate Needed in Woodbrook

Female Sales Associate Needed in Woodbrook

[\[View file #2349 online\]](#)

Female Sales Associate

FOR WOODBROOK STORE



Friendly,
Energetic,
Quick Learner.

Monday- Fri. 8am- 4:30pm.

Saturday 8am- 1:00pm.

Email photo and resume: lramp@rogers.com

4. Male and Female Baton Officers needed - F.U.E.C. holders get special rates

Male and Female Baton Officers needed - F.U.E.C. holders get special rates

Male and Female Baton Officers needed - F.U.E.C. holders get special rates
[\[View file #2350 online\]](#)

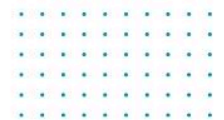


PERSONS SEEKING SECURITY CAREER

BATON OFFICERS

Ages 18- 55. Special rate for F.U.E.C. Holders.
Male, Female Officers.

CALL: 352-5226, 292-9821



5. Masons - Mabrouers - Plumbers and Gypsum Workers Wanted

Masons - Mabrouers - Plumbers and Gypsum Workers Wanted

Masons - Mabrouers - Plumbers and Gypsum Workers Wanted
[\[View file #2351 online\]](#)

VACANCIES

MASONS

LABOURERS

PLUMBERS

GYPSUM

CONTACT: 293-1706

6. Retired Female Account Clerk needed in Central area

Retired Female Account Clerk needed in Central area

Retired Female Account Clerk needed in Central area
[\[View file #2352 online\]](#)



WANTED

Female Accounts Clerk,

Preferably retired from central area.

CALL: 665-7510



7. Sales Clerk needed in Tobago

Sales Clerk needed in Tobago

Sales Clerk needed in Tobago
[\[View file #2353 online\]](#)

SALES CLERK

With Cashing Experience, 23 years+,
Reside close to Airport, **Tobago.**

678-9560, 669-8750

8. Security Vacancy in Chaguanas

Security Vacancy in Chaguanas

Security Vacancy in Chaguanas

[\[View file #2354 online\]](#)



SECURITY VACANCY

Applicants must live in and around Chaguanas.

Please contact: 388-6889

8:00a.m.- 4:00p.m. Monday- Friday ONLY

9. 2 Vacances - Sales Associate and Online Sales - Marketing Manager

2 Vacances - Sales Associate and Online Sales - Marketing Manager

We are ready to move to the next level, so who's with us? We have immediate vacancies for the following positions.

1] Sales Associate

- This is an inhouse position that requires the person from 9am to 5pm Mon to Fri and Sat from 9am to 2pm at Shops of Arima
- We are a tech company and as such we would prefer someone with a background and/or experience is sales of computers and accessories.
- Standard basic requirements of Math and English
- Confident and able to express themselves both written and verbally
- Familiarity with Quickbooks and MS Office
- Basic Salary, Travelling , Commission

2] Online Sales and Marketing Manager

- This is an inhouse position that requires the person from 9am to 5pm Mon to Fri
- We operate an online store as well and as such would require someone with a full understanding of need for subscription management
- Person would interact with our developer, graphics and dispatch staff to ensure site functionality and appearance is maintained efficiently
- Primary function would be website sales, vendor recruitment and management.
- This position reports directly to the Managing Director and as such relevant reporting and documentation would be necessary.
- Base Salary, Company Phone, Travelling
- Qualification should include working knowledge in an online sales environment Social Media (FB, IG, Tiktok) Sales Funnel. Previous demonstrable experience an advantage.

[\[View file #2355 online\]](#)



WE ARE HIRING

For our Shops of Arima Location

>> SALES ASSOCIATE

>> ONLINE SALES & MARKETING MANAGER

See Description above for further details

Send Resume:

techuniversett@gmail.com

"Vacancy - Associate" or "Vacancy - Manager"

Deadline: July 19th 2022

10. Admin Assistant Sales Representative Vacancy

Admin Assistant Sales Representative Vacancy

Admin Assistant Sales Representative Vacancy
[\[View file #2356 online\]](#)

JOB VACANCY!

ADMIN ASSISTANT/ SALES REPRESENTATIVE

Criteria:

- Reside in San Juan or Environs
- Minimum of 5 CXC passes
- Peachtree and Microsoft Office.

Send your resumès to:
admin1@primarydistributors.com

#23 Access Road Aranguez, El Socorro 280532
Trinidad and Tobago, West Indies.
Tel: 868-675-5050 | 868-290-2020



11. Cashier Vacancy

Cashier Vacancy

Great News☐☐.....We're Hiring

Join our team today!

Email your resumes to samaroos@samaroosgroup.com

[\[View file #2357 online\]](#)



**REQUIRED IMMEDIATELY
APPLY WITHIN**

CASHIER

**FOR SAN JUAN BRANCH
REQUIRED QUALIFICATIONS:**

- **MINIMUM OF 1 YEAR
EXPERIENCE CASHING WITH A
POINT OF SALE SYSTEM**
- **COMPUTER LITERATE**
- **MUST HAVE A VALID
CERTIFICATE OF CHARACTER**

**For interested applicants
email resume to:
samaroos@samaroosgroup.com**

12. Credit Union Needs Accounts Officer

Credit Union Needs Accounts Officer

☐☐Join our Transcorp team!☐☐

☐Vacancy: Accounts Officer☐

Location: Trinidad Head Office -Barataria

Submit your resume via email to hrmtranscorpku@gmail.com

Deadline: 12th July 2022.

[\[View file #2358 online\]](#)



**TRANSCORP
CREDIT UNION**
Co-operative Society Limited

> Duties & Responsibilities:

- Provide accounting and administrative support to the General Manager.
- Prepare and maintain accurate accounting records and documents.
- Function in compliance with the Society's Policies, Procedures, Statutory Requirements and laws, while adhering to confidentiality rules at all times.
- Assist in the preparation of monthly management reports.
- Monitor and process payment of all monthly utility bills on a timely basis.
- Preparation and processing of weekly wages, monthly payroll and contractor fees.
- Processing of approved loan applications for members, Directors, officers and staff members.
- Processing of all transfers, payments and receipts either physical or electronic.
- Preparation of Co-operative Annual Returns.
- Daily/Weekly/Monthly balancing, reconciling and keying entries for all general ledger accounts and cashiers' reports.
- Assist the General Manager with overseeing the Society's IFRS (9) components for risk assessment on Loans and Investments.
- Assist in assessing the Society's performance in terms of the Pearl's Ratio, and preparing monthly and annual budgets.
- Prepare monthly, semi-annual and end-of-year financial statements with notes.
- Prepare and remit all statutory deductions and payments for the Society: National Insurance, P.A.Y.E and Health Surcharge.
- Investigate and report on problem areas in accounting controls that have the potential to adversely affect Society's operations, and develop solutions to any identified problem areas.
- Any other related duties as assigned by the General Manager.

> Qualification

- Qualified B.Sc. Accounting, ACCA.
- Minimum 3 years' experience in accounts.
- Demonstrated "proactive" approach in financial management.
- Experience with private banking administrative procedures/Credit Union operations.
- Previous experience in multi-company accounting would be an asset.

JOB VACANCY

We're Hiring

 Position

Accounts Officer

 Locations

1. Trinidad Head Office

 Apply Your CV

All applications to be addressed and sent to:

Vacancy - General Manager, 60 Fifth Street, Barataria, PO Box 1089 or email: hmrtranscorpku@gmail.com

 868-671-1706

 hmrtranscorpku@gmail.com

 www.transcorpku.com

 60 Fifth Street, Barataria,

13. Credit Union Needs Loan and Business Development Officer

Credit Union Needs Loan and Business Development Officer

☐☐Join our Transcorp team!☐☐

☐Vacancy: Business Development Officer☐

Location:

Trinidad Head Office -Barataria

Tobago Office

Kindly indicate which location you are applying for.

Submit your resume via email to hrmtranscorpcu@gmail.com

Deadline: 12th July 2022.

[\[View file #2359 online\]](#)



**TRANSCORP
CREDIT UNION**
Co-operative Society Limited

Responsibilities:

- Analytical Overview of the branch's monthly deliverable
- Conduct loan interviews and counseling sessions with members regarding their financial affairs and options
- Ensure that all loan applications and documents are completed accurately and properly in accordance with the Society's policies.
- Develop business and marketing plans to achieve sales targets in coordination with the Operations Manager.
- Respond to member queries and complaints in a timely and efficient manner. Research the market for developing new loan products and services to drive membership and revenue growth.
- Liaising with members on all queries, resignations, liquidations and share withdrawals to collect information before submission to the Manager
- Actively manage accounts to minimize loan delinquency.
- Maintaining and reporting on branch treasury management Manager, Operations, Credit and Marketing
- Vetting Branch daily accounting transactions entered on the Emortelle Systems by Cashier, to ensure the accuracy of all daily transactions e.g. Cash Receipt, Cash Payments, Cheque Payments and Journals for the Credit Union operations as pertains to members' transactions, oversight on teller daily activities and transactions.

Qualification

- Bachelor's degree in Banking, Finance, Marketing or a related field.
- At least 5 years' experience in Business Development, Credit underwriting in the related field, Bank retail operations or Credit Union operations.
- Excellent communication and negotiating skills
- Excellent relationship-building and marketing skills. Knowledge of Financial Analysis and risk assessment tools. Critical thinking with proven problem-solving abilities. Excellent verbal and written communication skills.
- Ability to meet deadlines with excellent time-management skills
- Be proficient in advanced Microsoft Word and Excel. Knowledge of financial services industry best practices.
- Knowledge of Credit Union operations, Emortelle 9.1, IFRS 9 and AML Compliance will be an asset.

JOB VACANCY

We're Hiring

 Position

**Loan & Business
Development Officer**

 Locations

1. Trinidad Head Office
2. Tobago Office

 Apply Your CV

All applications to be addressed and sent to:

Vacancy - General Manager, 60
Fifth Street, Barataria, PO Box
1089 or email:
hmrtranscorpku@gmail.com

 868-671-1706

 hmrtranscorpku@gmail.com

 www.transcorpku.com

 60 Fifth Street, Barataria,

14. Drive Tru Attendant Wanted

Drive Tru Attendant Wanted

Join Our Team!

We are now recruiting a “Drive Thru Attendant” for our Trinidad branch.

Permanent Employment (Must be able to work shift)

The incumbent is responsible for facilitating our Drive Thru customers with optimal customer service, addressing customers' needs in a polite and professional manner.

Requirements Needed:

3-5 years' experience in Customer Service

Minimum 5 O'Level / GCE qualification inclusive of Mathematics and English.

Diploma in Business / Management / Office Administration

To learn more & apply:

1. Click on this Careers Page Link: <https://csfcouriersltd.com/career>
2. Click on “Dispatch” on our Careers Page followed by “Learn More”
3. After you've read the description, click “Proceed” to submit your resume in our form

DEADLINE: 12th July 2022

Best of Luck!

[\[View file #2360 online\]](#)



**WE ARE
HIRING!**
**Drive Thru
Attendant**



15. Import and Export Documentation and Shipping Logistics Co-ordinator Vacancy

Import and Export Documentation and Shipping Logistics Co-ordinator Vacancy

We're expanding our team!

Deadline for all interested Applicants is 15th July 2022!

We advise that only suitably qualified applications will be considered.

[\[View file #2361 online\]](#)



**WE'RE
EXPANDING
OUR TEAM**

**IMPORT & EXPORT DOCUMENTATION
& SHIPPING LOGISTICS CO-ORDINATOR**

JOB REQUIREMENTS:

- Five (5) CXC or CSEC O' Levels inclusive of Mathematics and English Language
- Holder of a Grade 1 or 2 Custom Clerk License
- An associate Degree in Supply Chain & Logistics will be an asset
- Three (3) years experience in Import and Export Shipping & Documentation Logistics
- Computer Literate – MS Office

✉ Send your CV to: resume@kccandy.com
With subject: **Import & Export Documentation
& Shipping Logistics Co-ordinator**

Deadline for application 15 July, 2022

We Make Life Sweeter!

16. Project Management Lecturer Vacancy

Project Management Lecturer Vacancy

#VACANCY PART-TIME LECTURER (PROJECT MANAGEMENT)

Please forward your job applications and queries to hrapp@cclcs.edu.tt or apply via <https://cclcs.edu.tt/job-vacancies/>

CCLCS Alumni Association| CCLCS Alumni Association | Elma Francois Institute for Research and Debate

[\[View file #2362 online\]](#)

CIPRIANI COLLEGE
OF LABOUR AND CO-OPERATIVE STUDIES

**PROJECT
MANAGEMENT
LECTURER (PART TIME)**

Requirements include:

Training as evidenced by a Master's Degree.

At least Five (5) years teaching experience in an adult learning environment.

Online teaching experience in an adult learning environment.

Experience with Quantitative Methods in Project Management.

**WE ARE
HIRING!**

Visit: **cclcs.edu.tt** for further information
Send your application to **hrapp@cclcs.edu.tt**
OR
APPLY ONLINE

www.cclcs.edu.tt    

17. Road Sales Representative Wanted

Road Sales Representative Wanted

Serious inquiries only.

Please send us your resume via email to :

info@maxsonicelite.com

[\[View file #2363 online\]](#)



SALES REPRESENTATIVE (ON THE ROAD)

Qualifications and/or Experience:

- A minimum of 5 GCE O'Levels / CXC / CAPE passes (inclusive of Mathematics and English)
- Must be Computer Literate(Knowledge of Microsoft Excel)
- At least 2-3 years Experience in a Similar Field

Requirements

- Sales Experience
- Negotiation Skills
- Computer Literate
- MUST have a proper working vehicle

JOIN OUR TEAM!

APPLY NOW

Send us your resume via email - info@maxsonicelite.com
Subject line: SALES REPRESENTATIVE (ON THE ROAD)
(Facebook messages will NOT be acknowledged.)

18. Roti Makers wanted in Maraval and Arima

Roti Makers wanted in Maraval and Arima

Employer/ Facebook page: Flame Express Grill

We 'KNEAD' you! Are you a skilled roti maker? Please email your resume and photo to hrflame@gmail.com

Only suitable applications will be acknowledged.

[\[View file #2364 online\]](#)



**WE'RE
HIRING
ROTI MAKER**

We are seeking applications for roti makers in Arima and Port-of-Spain. Restaurant experience is an asset.

EMAIL YOUR RESUME and PHOTO
HRFLAME@GMAIL.COM

19. Royal Castle Vacancy

Royal Castle Vacancy

We are looking for CUSTOMER SERVICES REPRESENTATIVES to work at our ☐☐MARABELLA, GASPARILLO, BRENTWOOD, ENDEAVOUR, SUN PLAZA, Mc BEAN, AND PT. LISAS Branches.☐☐

We can offer you:

- ✓Competitive Salaries
- ✓Free Uniforms
- ✓Free Meals

☐☐ Applicants must fill out the application form at the branch accompanied by two (2) recent passport photos, relevant certificates and two (2) recent references. Applicants must be legally authorized to work in Trinidad and Tobago ☐☐

[\[View file #2365 online\]](#)



WE'RE HIRING



**Come and join our Team
for a **rewarding** career!**

*Our Culture,
Our Taste.*

20. Sales Representative Wanted - on the road

Sales Representative Wanted - on the road

Serious inquiries only.

Please send us your resume via email to :

info@maxsonicelite.com

[\[View file #2366 online\]](#)



SALES REPRESENTATIVE (ON THE ROAD)

Qualifications and/or Experience:

- A minimum of 5 GCE O'Levels / CXC / CAPE passes (inclusive of Mathematics and English)
- Must be Computer Literate(Knowledge of Microsoft Excel)
- At least 2-3 years Experience in a Similar Field

Requirements

- Sales Experience
- Negotiation Skills
- Computer Literate
- MUST have a proper working vehicle

JOIN OUR TEAM!

APPLY NOW

Send us your resume via email - info@maxsonicelite.com
Subject line: SALES REPRESENTATIVE (ON THE ROAD)
(Facebook messages will NOT be acknowledged.)

21. Senior Accounting Assistant Vacancy

Senior Accounting Assistant Vacancy

TOSL Engineering Limited is seeking to recruit a Senior Accounting Assistant. Apply today to join our Finance Team!

Visit: www.tosl.com/media/careers to submit your CV

[\[View file #2367 online\]](#)



TOSL ENGINEERING LIMITED
An Integrated Services Company



Closing Date
15 Jul 2022



JOIN

OUR TEAM

Senior Accounting Assistant

Five (5) years' experience as an Accounting Assistant in the Energy Industry and 2 years' supervisory experience

ACCA Fundamentals - Must complete at least papers 4 and 5 of the ACCA Professional Level

Full Time Position - Attractive Remuneration Package



Visit our website and apply today

www.tosl.com/media/careers

22. Project Monitoring Officer

Project Monitoring Officer

Job Opportunity:

The Ministry of Planning and Development is looking for a Project Monitoring Officer to contribute to the success of our Project Planning and Reconstruction Division.

Opportunity to monitor and evaluate, among other requirements, multiple projects contributing to national development.

Visit www.planning.gov.tt/careers for details.

Deadline: July 11, 2022

[\[View file #2368 online\]](#)



MINISTRY OF
PLANNING AND
DEVELOPMENT

JOB OPPORTUNITY

www.planning.gov.tt/careers

Project Monitoring Officer

DEADLINE: *Monday July 11, 2022*

23. Janitorial Positions available in POS / San Juan and Barataria

Janitorial Positions available in POS / San Juan and Barataria

Janitorial Positions available in POS / San Juan and Barataria
<https://www.facebook.com/branford123/posts/2289197757886193>
[\[View file #2369 online\]](#)



Janitorial Positions available in:

- San Juan/Barataria
- Port of Spain

Hours: 2:00pm-6:00pm
3:00pm-7:00pm

Days: Monday-Friday

Requirements:

- Candidate must be vaccinated
- Previous Janitorial experience
- 1 form of National Id
- 1 Passport Photo
- 2 References
- Valid certificate of character/receipt

JANITORIAL VACANCY

PLEASE SUBMIT RESUMES TO branfordgenhr@gmail.com OR
CONTACT US AT 221-3127 MONDAY TO FRIDAY, 9AM-3PM

24. Roti maker wanted

Roti maker wanted

Roti maker wanted please call 3351420

[\[View file #2370 online\]](#)



VacancyAd.com

25. Subway drivers wanted

Subway drivers wanted

Prestige Holdings Ltd is hiring DELIVERY DRIVERS.

Visit subway-tt.com/careers to fill out an online application form to set up an interview.

Take advantage of this great opportunity today.

[\[View file #2371 online\]](#)



STARBUCKS®

DRIVERS WANTED



**A CLASS 1
MOTORCYCLE
PERMIT**
(MANUAL ONLY)



**POLICE
CERTIFICATE
OF CHARACTER**
(OPTIONAL)



**LICENSE
RIDER CLASS 1
DRIVER
CLASS 3**



**EXCELLENT
CUSTOMER SERVICE
SKILLS**

BENEFITS INCLUDE

- GREAT PAY RATES
- FREE MEALS
- * CONDITIONS APPLY



Sign up at www.subway-tt.com/careers

