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## Assistant job in Canada with Work Visa Guide

### Job Location

Canada

Remote work from: Canada

### Base Salary

USD 2,800 - USD 3,500

### Qualifications

High School Graduate or Equivalent

### Employment Type

Full time  
Full time

### Description

**Job Position:** Hotel Management Assistant

**Company Name:** Northern Hospitality Group

**Base Salary:** \$2,800 – \$3,500 USD Monthly

**Qualifications:** High School Diploma or equivalent (12th Pass)

**Experience:** 1-2 years in a customer-facing role

**Skills:** Strong communication skills, Reliability, Time management, Basic proficiency with hotel software, Willingness to complete training, Problem-solving ability, Customer service focus, Teamwork ethic.

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**Responsibilities:** Assist with guest check-in/out procedures, Handle guest inquiries and complaints promptly, Support front desk and housekeeping coordination, Manage basic administrative tasks and record-keeping, Ensure high standards of hotel cleanliness and service delivery.

**Description:** Northern Hospitality Group is seeking a dedicated and enthusiastic

### Hiring organization

Northern Hospitality Group

### Date posted

December 9, 2025

### Valid through

01.07.2026

Hotel Management Assistant to join our growing team in Canada. This role is ideal for candidates with entry-level experience or those with some background in the hospitality sector who are looking for a significant career step in an international environment.

Your main function will be to support the daily operations of the hotel, ensuring a seamless and positive experience for all our guests. You will be a vital link between various departments, helping to maintain our high service standards.

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