



## operations supervisor

**Posted by:** 5053335 Ontario Inc. O/A We Care Rehab Clinic

**Posting date:** 17-Oct-2025      **Closing date:** 15-Apr-2026

**Education:** College/CEGEP

**Language:** English

**Job location:** Hamilton

**Salary:** \$36 Per Hour

**Years of Experience:** 1 year

**Vacancy:** 1

**Job Type:** Full Time

**Job id:** CAJ2608046

## Job description:

### Tasks

Train workers in duties and policies

Prepare and submit reports

Ensure smooth operation of equipment

Resolve work problems, provide technical advice and recommend measures to improve productivity and product quality

Co-ordinate, assign and review work

Requisition or order materials, equipment and supplies

Co-ordinate activities with other work units or departments  
Offer mentoring  
Consult with clients after sale to provide ongoing support  
Review and examine insurance claims  
Establish work schedules and procedures

### **Supervision**

5-10 people

## **Experience and specialization**

### **Computer and technology knowledge**

MS Excel  
MS Outlook  
MS PowerPoint  
MS Word

## **Additional information**

### **Personal suitability**

Efficient interpersonal skills  
Excellent oral communication  
Excellent written communication  
Flexibility  
Organized  
Reliability  
Team player

**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: [info.hamilton@wecarerehab.ca](mailto:info.hamilton@wecarerehab.ca)**

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