



## Traffic/Transportation Administration Positions

Expiry – April 13, 2017

- Coordination of inventory movement
- Work within internal database
- Work schedule includes weekends

Kelly Services has immediate openings for Traffic/Transportation Administration positions with a progressive company in Cornwall.

We have great new administrative opportunities with a company that prides itself on providing a fulfilling and friendly environment. To work for the best companies work with Kelly. If you are looking for a job that will keep you on the move in a busy work environment, Kelly Services invites you to check this out.

What Kelly Services offers you

- \$12.50 + vacation pay
- Prompt weekly pay via direct deposit
- Holiday pay
- A safe work environment
- We invest in your personal and professional growth by providing you with free training opportunities via our employee Web site myKelly.ca

What you bring:

- Ability to function effectively in a fast paced, team work environment
- Data entry skills
- MS Office proficiency
- Structured and sequenced based approach to task completion
- Numbers and detail oriented

Don't wait! If this is the opportunity for you please forward your resume directly to one of our consultants at [marg163@kellyservices.com](mailto:marg163@kellyservices.com) or [juli895@kellyservices.com](mailto:juli895@kellyservices.com)

### About Us

Kelly Services believes in relationships not transactions. That's why we're committed to successfully matching job seekers with the best employers across Canada and around the world. Whether your specialty is science, IT, finance, engineering, marketing, manufacturing, contact centre or business administration, and you're interested in entry-level or management positions on a temporary or permanent basis, we'll work with you to understand your likes, dislikes, goals and ambitions, and present you with opportunities that meet your needs. [See what we have to offer.](#)

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