

# ADMINISTRATION

## Positions in the Forest Products Industry



Below is a list of the high-demand careers the forest products industry needs to fill. For more information visit [TheGreenestWorkforce.ca](https://thegreenestworkforce.ca).

Accounting Clerk	
Accounting Professional	<b>Other Job Titles:</b> chief accountant, financial accountant, industrial accountant, internal audit project manager, internal auditor, management accountant, senior cost accountant, supervisor accountants, accounting clerk, accounts payable clerk, accounts receivable clerk, audit clerk, billing clerk, budget clerk.
Administrative Officer	<b>Other Job Titles:</b> Administrative Officer, Administrative Supervisor , Manager, Administration , Communication Coordinator
Business Consultant	<b>Other Job Titles:</b> Junior Business Analyst, Junior Business Consultant, Business Consultant, Senior Analyst, Senior Business Consultant, business analyst
Communications Director	<b>Other Job Titles:</b> Communications coordinator, Communications Manager, communications director
Credit Manager	<b>Other Job Titles:</b> Credit Coordinator, Assistant Credit Manager, credit manager
Database Analyst	<b>Other Job Titles:</b> Junior Database Administrator, Database Analyst, Database Manager, Analyst Manager, Database Administrator
Economist and Risk Analyst	<b>Other Job Titles:</b> business analyst - economics, economic analyst, economist
Executive Assistant	<b>Other Job Titles:</b> Receptionist, Office Administrative Assistant, Office Administrator, Administrative Assistant, executive assistant
General Office Support Worker	<b>Other Job Titles:</b> Office Clerk, Office Assistant, Bookkeeper, general office support worker
Human Resource Professional	<b>Other Job Titles:</b> business representative, labour organization, compensation officer, consultant, human resources, employment equity adviser - human resources, human resources specialist, labour organization liaison officer, occupational analyst - human resources, staff relations administrator
Information Systems Consultant	<b>Other Job Titles:</b> Junior Information Systems Consultant, Junior System Analyst, Senior Information Systems Consultant, System Analyst Information Management & Technology Director, Information Technology Manager
Health and Safety Inspector	<b>Other Job Titles:</b> Junior Health and Safety Inspector, Health and Safety Inspector, Health and Safety Specialist, Manager, Health and Safety Environmental Compliance Coordinator
IT Specialist	<b>Other Job Titles:</b> communication systems design manager, computer systems analyst, computer systems development manager, director of technology management, informatics security analyst, information systems business analyst, IT (information technology) development manager, management information systems (MIS) analyst, manager, computer system operations, systems implementation manager - computer systems
Janitor	<b>Other Job Titles:</b> Office Cleaning Supervisor, Office Cleaning Manager, office cleaner
Administrative Manager	<b>Other Job Titles:</b> Project Assistant, Project Coordinator, Junior Project Manager, Project Director, Managing Director Top, Senior Project Manager, Project Manager
Marketing Agent	<b>Other Job Titles:</b> Stakeholder Relations Coordinator, Marketing Coordinator, Advertising Coordinator, Marketing Manager, Advertising Account Executive, Director, External & Stakeholder Relations, Director, Marketing Top, Mgr, External & Stakeholder Relations
Project Manager Communication /Marketing	<b>Other Job Titles:</b> Communication & Marketing Coordinator, Director, Communication & Marketing, Project Manager Communication / Marketing
Purchasing Agent	<b>Other Job Titles:</b> Purchasing Coordinator, Junior Purchaser, Purchasing Assistant, Purchasing Officer, Purchaser, Buyer, Manager, Purchasing
Purchasing manager	<b>Other Job Titles:</b> Procurement Manager
Account Representative	<b>Other Job Titles:</b> Sales Manager, Account Executive, Senior Account Representative, Director, Sales, Sales Coordinator
Sales Representative	<b>Other Job Titles:</b> broker, dealer, sales agent, salesperson ,technical sales consultant, wholesale trade representative
Executive	<b>Other Job Titles:</b> Executive, President & CEO, Vice President Chief Forester, Chief Financial Officer
Shipper and Receiver	<b>Other Job Titles:</b> Shipper, Receiver, Shipper-receiver, Shipping agent, Shift Supervisor, Shipping Manager
Cleaner	<b>Other Job Titles:</b> Building Maintenance, Building Maintenance Technician, Manager - Building Maintenance
Office Worker	<b>Other Job Titles:</b> Project Coordinator
Supervisor, Supply Chain	<b>Other Job Titles:</b> shipping supervisor, supervisor, supply chain, Shipping Coordinator, Logistics Manager, Manager, supply chain