



MANAGER, HUMAN RESOURCES
IQALUIT, NU – Ref. No. QEC-17-035

Reporting to the Director, Human Resources and Organizational Development, you will be responsible for the delivery of the QEC human resource functions across the Territory, including strategic recruitment and hiring, job evaluation and organizational design, policy and procedure development, process improvement, organizational planning, and more. As Manager, Human Resources, you will work closely with the Director on various HR program improvement initiatives that enhance the corporate culture and business results.

- Assessing options and human resources implications of decisions in light of the Nunavut Agreement, Collective Agreements, the Public Service Act, the Nunavut Human Rights Act, and QEC policies, procedures, and strategic priorities;
- Ensuring that HR-related decisions, strategies and recommendations to the Director and Senior Management have received the necessary input from within QEC and associated authorities;
- Working with senior management to manage QEC staffing targets and priorities;
- Overseeing the development and production of recruitment marketing campaigns and job postings;
- Advising on the impact of recommended organizational changes and the resulting course of action;
- Assessing decisions and recommendations for compliance with policies, procedures, best practices and legislation regarding position and organizational changes;
- Regularly reviewing current Human Resources procedures and policies, and recommending, developing and implementing best practices and legislative requirements, as needed;
- Assisting the Office of the Auditor General of Canada and GN Internal Audit Services with any documentation, reports and/or justifications, as required; and
- Preparing, and reporting on, staffing and capacity statistics for senior management, the Board of Directors, and the GN and Cabinet, as required.

- A bachelor's degree in Business/Commerce or Social Sciences with an HR concentration;
- A Human Resources Management Certificate/Certification;
- Over 7 years' experience in an HR Management, Consultant or Advisory role, providing strategic direction and advice on various HR-related matters;
- Specialization in Recruitment and Staffing, and Job Evaluation;
- Experience in public sector HR, and in developing and supervising staff;
- Knowledge of strategic organizational planning processes and evaluation frameworks, and the development, analysis, revision and implementation of policies, procedures, guidelines and programs;
- Strong knowledge of best practices implementation, Organizational Design and impact assessments; and
- Knowledge of adult learning theory, delivery techniques and evaluation.



- The ability to speak Inuktitut/Inuinnaqtun and knowledge of the Nunavut culture, language and land;
- A professional designation (CPHR or equivalent); and
- Training in Alternate Dispute Resolution, Performance Management, and Human Resources Information Systems.

Preference will be given to Nunavut Inuit.

or by mail to: **Human Resources, Qulliq Energy Corporation, P.O. Box 420, Baker Lake, NU X0C 0A0.**

qec.nu.ca