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Entrusted with supplying safe, reliable and efficient energy to the citizens of Nunavut, through both traditional and alternative sources, **Qulliq Energy Corporation (QEC)** offers many opportunities for those seeking to convert their skills and expertise into professional success. Sounds like you? Join our team. Wide-open spaces, rewarding work in a variety of settings, and the chance to contribute to the well-being of all Nunavummiut will bring new energy to your career – now and in the future.

# MANAGER, HUMAN RESOURCES

IQALUIT, NU - Ref. No. QEC-17-035

Broad in impact, this mandate would be an excellent career move for a Senior HR professional who is ready to take the next step and play an essential role in providing analysis, strategic planning advice and decision-making support for QEC's human resource management initiatives and operations.

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.

# DUTIES AND RESPONSIBILITIES INCLUDE:

- 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.

# **REQUIRED QUALIFICATIONS INCLUDE:**

- 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.



<sup>۶</sup>۵۶-۲۰۰۵ ک<sup>ی</sup>۲۰۲۱ Qullig Energy Corporation Société d'énergie Qullig Qullig Alruyaktugtunik Ikumatjutiit

### ASSETS:

- 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.

We offer a competitive starting salary of \$109,492 per annum and a comprehensive benefits package, including a Northern Living Allowance of \$15,016 per annum. This position is excluded from the Nunavut Employees Union. Subsidized staff housing is available.

#### Preference will be given to Nunavut Inuit.

Apply in writing, by November 24, 2017, to: hr@qec.nu.ca

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

We thank all applicants for their interest; however, only those selected for further consideration will be contacted.

qec.nu.ca