Put a NEW KIND of ENERGY in YOUR CAREER.

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Qulliq Energy Corporation
Société d'énergie Qulliq
Qulliq Alruyaktuqtunik Ikumatjutiit

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.

STAFFING & RECRUITMENT OFFICER

BAKER LAKE, NU – Ref. No. QEC-17-027

The Human Resources & Organizational Development (HR & OD) Department is accountable for recruiting and hiring qualified, representative individuals into QEC while complying with the *Public Service Act,* regulations, Article 23 of the *Nunavut Land Claims Agreement,* QEC policies and procedures and customer services standards. The HR & OD Department is often the first point of contact for potential employees and this position plays a key role in promoting QEC as an employer of choice.

Reporting to the Manager, Human Resources, the incumbent will lead the corporate recruitment & staffing programs and provide support to QEC's personnel on full circle recruitment. The incumbent plays an important role in developing a qualified, effective and increasingly representative work force.

KEY RESPONSIBILITES INCLUDE:

• Ensuring that QEC positions are staffed with qualified and effective employees;

• Applying staffing principles and policies in a timely and cost-effective manner;

• Providing guidance to QEC management regarding methods of filling vacancies and applying the Priority Hiring Policy to build a representative workforce that is increasingly comprised of Nunavut Land Claims Beneficiaries;

• Applies skills and knowledge of the *Public Service Act*, QEC/GN legislation, staffing policies and processes to implement effective hiring practices, and achieve the goals of QEC Inuit employment plans;

• Provides advice and support for QEC Departments regarding their approaches to staffing positions in order to build a stable, representative and competent northern workforce; and

• Understands the occupational requirements and qualifications in a culturally diverse, complex workforce for a number of QEC departments having both operational and headquarters functions.

REQUIRED QUALIFICATIONS INCLUDE:

• University Degree in Human Resources, Business Administration, Human Relations or a similar;

• Over two years of relevant work experience, in a field such as staffing and recruitment, in which client services and communications were delivered;

• Experience in interpreting and administering Human Resources policies and procedures;

• Experience in Records Management;

• Training and/or working familiarity with Job Evaluation practices; and

• Training and application of Behavioral Descriptive Interviewing.

ASSETS:

• Certified Human Resource Professional (CHRP) designation or working towards:

• Familiarity with Human Resources databases, software and systems;

• Knowledge of the Inuit language, communities, culture, land and Inuit Qaujimajatugangit; and

• Ability to speak Inuktitut, Inuinnaqtun, or French.

A combination of education and experience equivalency will be considered.

We offer a salary range of $87,886 to $109,999 per annum, which is commensurate with experience, and a comprehensive benefits package, including a Northern Living Allowance of $24,381 per annum. This position is excluded from the Nunavut Employees Union. Subsidized staff housing is available.

Preference will be given to Nunavut Inuit. If a Nunavut Inuit is not the successful candidate, the position will be offered as a three (3) year term.

Apply in writing, by **September 1, 2017,** to: **hr@qec.nu.ca**

or by mail to: **Manager, Human Resources, Qulliq Energy Corporation, P.O. Box 250, Iqaluit, NU X0A 0H0.**

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

qec.nu.ca