



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:
Toll Free Phone: (866) 225-9067
Toll Free Fax: (877) 825-7564
L9 P23 R4074 HWY 596 - Box 109
Keewatin, ON P0X 1C0

Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/07/12

Human Resources Administrator (Bilingual)(Future Opportunities)

Job ID	30-AA-D7-52-31-48	
Web Address	https://careers.indigenous.link/viewjob?jobname=30-AA-D7-52-31-48	
Company	Farm Credit Canada	
Location	Regina, Saskatchewan	
Date Posted	From: 2023-07-24	To: 2023-10-22
Job	Type: Full-time	Category: Human Resources
Languages	English, French	

Description

Location: Regina, Saskatchewan

Time Type: Full time

Job Requisition ID: R-1005271

Closing Date (MM/DD/YYYY): 10/22/2023

Worker Type: Permanent

Language(s) Required: English, French

Salary Range (plus eligible to receive a performance based incentive, applicable to position) : \$59,443 - \$80,423

Attention to detailed welcomed

Build internal and external partner relationships partners to support Human Resources with staffing, benefits and pension programs. This position is designated bilingual (English and French), and the successful candidate must be able to communicate in both of Canada's official languages.

What does applying for future opportunities mean

When you apply for future opportunities, you are applying to be part of an inventory of candidates used to fill future vacancies in the location(s) listed in this job posting. As positions become available, qualified applicants may be invited to participate in further assessment.

What you'll do:

- Administer all staffing requests
- Manage and maintain employee data with the HR management system
- Ensure efficient and effective delivery of employee benefit and pension programs

What we're looking for:

- Organized multi-tasker with attention to detail
- Strong communicator who builds relationships
- Problem-solver with strong analytical skills

What you'll need:

- Diploma in administration or human resource management
- At least two years of related experience (or equivalent combination of education and experience)
- Certified Employee Benefit Specialist (CEBS) or Chartered Professional in Human Resources (CPHR) designation is an asset

How to Apply

Click "Apply Now"