



# 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: 2024/05/02

## Job Evaluation Specialist

<b>Job ID</b>	<b>374689-1-1979</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=374689-1-1979">https://careers.indigenous.link/viewjob?jobname=374689-1-1979</a>	
<b>Company</b>	Toronto Metropolitan University	
<b>Location</b>	Toronto, ON	
<b>Date Posted</b>	From: 2023-05-24	To: 2050-01-01
<b>Job</b>	Type: Part-time	Category: Education

### Description

#### About Toronto Metropolitan

At the intersection of mind and action, Toronto Metropolitan University is on a transformative path to become Canada's leading comprehensive innovation university. Integral to this path is the placement of equity, diversity and inclusion as fundamental to our institutional culture. Our current academic plan outlines each as core values and we work to embed them in all that we do. We welcome those who have demonstrated a commitment to upholding the values of equity, diversity, and inclusion and will assist us to expand our capacity for diversity in the broadest sense. In addition, to correct the conditions of disadvantage in employment in Canada, we encourage applications from members of groups that have been historically disadvantaged and marginalized, including First Nations, Metis and Inuit peoples, Indigenous peoples of North America, racialized persons, persons with disabilities, and those who identify as women and/or 2SLGBTQ+. Please note that all qualified candidates are encouraged to apply; however, applications from Canadians and permanent residents will be given priority. In April 2022, the university announced our new name of Toronto Metropolitan University, which will be implemented in a phased approach. Learn more about our next chapter. The Team

We are a team of human resources experts and innovators who contribute to the achievement of Toronto Metropolitan University's strategic priorities. We create a workplace culture that puts people first. We partner with each other and the TMU community to create and deliver outstanding practical and strategic human resources solutions, programs and services. At TMU, compensation extends beyond just a monetary amount. The Total Compensation team within the HR group works to ensure the internal equity and external competitiveness of TMU's total compensation package by providing advice and assistance on a wide range of compensation topics including salary, recognition and awards and organizational structure. You can find out more about our people's first philosophy and values by reading about who we are and what we do.

#### The Opportunity

Are you looking to be a part of a bold HR team? Are you a dedicated HR professional who is passionate about equity, diversity and inclusion? If so, we have just the right opportunity for you. As a Job Evaluation Specialist, you will manage the job evaluation process and related compensation activities for a portfolio of assigned academic and administrative departments. You will provide analytical and technical expertise for various total compensation related projects and initiatives, and support the development, implementation and maintenance of total compensation policies, programs, systems and processes for the University's unionized and non-unionized employee groups. You will provide guidance and direction to department leaders and staff in the interpretation of job evaluation and compensation policies and practices, as well as in the resolution of related issues. Responsibilities will also include:

- Working with client leaders and HR Partners in the implementation of organizational and structural changes through job creation or job redesign. Providing consultation and advice on job evaluation and compensation related matters as appropriate and to guide decision making
- Conducting internal and external market research, and makes salary recommendations for employee/s impacted by any position reclassification.
- Leading or actively participating and supporting special projects related to continuous improvement. Developing cordial working relationships with partners within and outside the University.
- Providing front-line technical advice and assistance to other HR colleagues and TMU management and staff in the interpretation of and compliance with job evaluation systems, policies and procedures for both unionized and non-unionized staff, and in the resolution of related issues.

As part of the Total Compensation team, you will also be involved in the TMU's transformational journey of the HR department as well as for Total Compensation transformation to support an exceptional employee and client experience and deliver on HR's commitment to continuous improvement, which will provide exposure on innovative practices, and opportunities for new learning and growing.

#### Qualifications

To help us learn more about you, please provide a cover letter and resume describing how you meet the following required qualifications:

- Completion of an undergraduate degree in business administration with human resources concentration or a related field.
- A minimum of 3 years of directly related experience, preferably in a large unionized environment, including but not limited to job analysis and evaluation, compensation research and administration, and creating meaningful reports to support total compensation decision making.
- Experience leading and / or supporting concurrent projects.
- Experience working in a fast paced unionized environment.
- Knowledge of job analysis and job evaluation principles, methods, and procedures; ability to analyze and evaluate job content and writing accurate job descriptions.
- Knowledge of compensation administration principles and procedures.
- Knowledge and understanding of various compensation related legislations and regulations.
- Strong analytical skills to understand and apply research and statistics in report writing and decision-making.

- Strong organizational skills, including effective records and data management skills.
- Demonstrated proficiency using spreadsheet and statistical applications for complex data analysis, producing insightful reports.
- Strong interpersonal and communication skills and ability to work effectively with a wide range of constituencies in a diverse community.
- Numeracy and project management skills.
- Demonstrate proficiency using spreadsheet and statistical applications for complex data analysis, producing insightful reports.

#### Additional Information

Position Number(s) 20003087  
 Reports To Acting Manager, Total Compensation  
 Vacancy Type Term 12 months  
 Employee Group MAC  
 Start Date ASAP  
 End Date 12 months after start date  
 Hybrid Minimum of 1 day / week on site  
 Hours of Work 36.25  
 Grade and Step C42  
 Salary Scale \$66,705 to \$106,555  
 Application Posting Date May 23, 2023  
 Application Closing Date June 6, 2023

#### Additional Notes:

- An equivalent combination of education and experience may be considered.
- Applicants who do not meet all of the posted qualifications may, upon the University's sole discretion, be considered to fill a vacancy on an underfill basis.
- Candidates must have a demonstrated record of dependability/reliability and a commitment to maintain confidentiality.
- We encourage all First Nations, Metis and Inuit peoples or Indigenous peoples of North America, to self-identify in their applications.

As part of the selection process, candidates may be required to complete an occupational assessment.

Applications will only be accepted online through Toronto Metropolitan University's careersite. Toronto Metropolitan University is committed to the principles of the Accessibility for Ontarians with Disabilities Act (AODA), and aims to ensure that independence, dignity, integration and equality of opportunity are embedded in all aspects of the university culture.

We will provide an accessible experience for applicants, students, employees, and members of the Toronto Metropolitan University community. We are committed to providing an inclusive and barrier-free work environment, beginning with the recruitment process. If you have restrictions that need to be accommodated to fully participate in any phase of the recruitment process, please contact [hr@ryerson.ca](mailto:hr@ryerson.ca). All information received in relation to accommodation will be kept confidential.

For more information, visit Toronto Metropolitan University for Job Evaluation Specialist