



# 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.Link's 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: 2024/04/29

## HR Consultant

|                    |   |
|--------------------|---|
| <b>Job ID</b>      | <b>50-42-98-21-D8-2D</b>  |
| <b>Web Address</b> | <a href="https://careers.indigenous.link/viewjob?jobname=50-42-98-21-D8-2D">https://careers.indigenous.link/viewjob?jobname=50-42-98-21-D8-2D</a> |
| <b>Company</b>     | University of Toronto   |
| <b>Location</b>    | Toronto, Ontario  |
| <b>Date Posted</b> | From: 2019-04-21 To: 2019-05-05   |
| <b>Job</b>         | Type: Full-time Category: Human Resources   |
| <b>Job Salary</b>  | Hiring Zone: \$77,470 - \$90,382 -- Broadband Salary Range: \$77,470 - \$129,117  |
| <b>Languages</b>   | English   |

### Description

Faculty / Division: Human Resources and Equity

Department: Human Resources and Equity

Campus: St. George (downtown Toronto)

Description:

Working as a member of the Human Resources office and utilizing an understanding of the overall goals and objectives of Human Resources and the University, the incumbent will provide a full range of HR services to client departments and will provide support to overall restructuring activities within the Central Administration HR Services portfolio. Specifically, the HR Consultant will independently advise departmental Managers and administrators on all HR policies and practices, and collective agreements related to the management of non-union and unionized staff including organizational change, performance management, recruitment, salary administration, job evaluation and termination. Responsibilities will also include advising on employment-related laws and jurisprudence including the Human Rights Code, the Employment Standards Act, etc.; analyzing, evaluating and classifying both unionized and non-unionized positions; providing recruitment advice and assistance to clients; providing independent advice and guidance on complex organizational change and restructuring; contributing to attendance and disability management as a member of a cross-functional team; and participating in special projects and process re-engineering.

Qualifications:

(MINIMUM)

Education:

University degree in a relevant discipline and CHRL designation preferred or equivalent combination of education and experience.

Experience:

Minimum five (5) years progressively responsible and related human resource experience. Demonstrated experience developing strategy, providing expertise and overall management to complex restructuring activities. Experience with collective agreement and employment policy interpretation and application. Demonstrated experience with unionized and non-unionized job evaluation, compensation and recruitment methodology and practices. Sound knowledge of human resources best practices and employment related legislation. Proven successful project management experience and experience conducting research.

Skills:

Superior Excel skills including the ability to use advanced functions. Proficiency in Microsoft Access, Word and PowerPoint. Demonstrated competence with databases/information systems and compiling and analyzing human resources information.

Other:

Superior oral and written communication, facilitation and interpersonal skills. Demonstrated proactive and effective client service orientation.

Demonstrated creativity, flexibility, initiative and problem-solving skills. Ability to work effectively both independently and within a team environment and to successfully manage multiple and conflicting priorities with tight deadlines. Experience conducting investigations an asset. Demonstrated analytical skills. Awareness of and sensitivity to issues of equity and diversity. Ability to maintain strict standards of confidentiality. Demonstrated project management skills. Demonstrated ability to deal with sensitive issues with tact, diplomacy and compassion.

Travel: None

Notes:

This is a one (1) year Term position.

Secondments are welcome to apply.

Employee Group: Professional / Managerial

Appointment Type: Budget - Term

Schedule: Full-time

Pay Scale Group and Hiring Rate: PM 3 -- Hiring Zone: \$77,470 - \$90,382 -- Broadband Salary Range: \$77,470 - \$129,117

Job Field: Human Resources and Equity

Job Posting: Apr 17, 2019

Job Closing: May 1, 2019, 11:59:00 PM

### How to Apply

Please apply directly on our UofT Careers Page:

<https://utoronto.taleo.net/careersection/10000/jobdetail.ftljob=1901456&tz=GMT-04%3A00>