



# 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

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# Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/05/03

## Human Resources Contract (Recent Graduate)

|                    |   |                           |
|--------------------|---|---------------------------|
| <b>Job ID</b>      | <b>9B-C7-18-D3-DA-56</b>  |                           |
| <b>Web Address</b> | <a href="https://careers.indigenous.link/viewjob?jobname=9B-C7-18-D3-DA-56">https://careers.indigenous.link/viewjob?jobname=9B-C7-18-D3-DA-56</a> |                           |
| <b>Company</b>     | Munich Re   |                           |
| <b>Location</b>    | Toronto, Ontario  |                           |
| <b>Date Posted</b> | From: 2022-04-07  | To: 2022-10-04            |
| <b>Job</b>         | Type: Internship  | Category: Human Resources |
| <b>Languages</b>   | English   |                           |

### Description

DURATION: 4 Months

ANTICIPATED START DATE: May 2022

We are looking for a highly motivated and open-minded graduate, who is willing to work on a wide range of topics and projects to support the regional Talent Team.

The regional Talent Team is responsible for initiatives related to talent acquisition, campus recruitment, employer branding, learning, people and leadership development, performance management as well as diversity, inclusion and belonging. You will be assigned a variety of responsibilities based on demand and interest with focus on developing essential skills and competencies as a member of the Human Resources team, in the insurance/reinsurance industry.

Your job

Job Responsibilities

- Your responsibilities will include, but are not limited to the following:
- Participate in the creation of talent management communications and materials;
- Provide administrative support and oversee interview scheduling for talent acquisition and campus recruitment;
- Support with the development and delivery of Diversity and Inclusion initiatives;
- Assist with the coordination and facilitation of learning and development activities;
- Provide data analysis and reporting on various HR metrics and processes;
- Prepare convincing and coherent data, presentations and information for different stakeholders;
- Support our team on other relevant HR projects as required.

Your profile

We are looking for well-rounded individuals who are professional, have great communication skills, and demonstrate the ability to build strong relationships with both internal and external clients. You'll be joining an energetic and goal-oriented team that uses a collaborative approach to working within all areas of the company, and focuses on achieving the greater commitments of Munich Re.

- You have recently completed a Human Resources Management, Business Administration/Commerce, Social Sciences or equivalent program;
- You have excellent communication skills - spoken & written; French is a plus;
- You are very proficient in Microsoft Office 365 Suite, particularly in PowerPoint, Excel, Word, SharePoint;
- You exhibit solid organizational skills and rigorous attention to detail in a fast-paced environment - particularly in relation to data;
- You are flexible and resilient to work simultaneously on diverse topics and projects;
- You are effective in working both independently and as part of a greater team;
- You demonstrate leadership qualities - curiosity, integrity, self-responsibility and drive.
- Note that this opportunity is open to recent graduates who have obtained their degree within the past year.

About us

Munich Re is one of the world's leading reinsurance companies with approximately 45,000 employees in over 50 locations around the globe. As an industry leader, we provide a unique opportunity to be part of a global success story. We offer our employees a diverse and challenging work environment which champions high performance, professional

development, innovation and passion; and rewards top performers with a highly competitive total rewards package.

**Work Environment**

This is a hybrid role where you will be required to come into the Toronto Office for a minimum of 1 day out of the week.

**How to Apply**

Click "Apply Now"

Please note that only candidates who are selected for interview will be contacted directly.

We thank all candidates for their interest.