



JOB POSTING

24-36

POSTION: Human Resources Manager

DATE AVAILABLE: Immediately

SHIFT: Monday – Friday
Standby coverage required for after-hours administrative duties

SALARY: \$80,418 - \$94,000 annually
Comprehensive benefits package, including HOOPP, health / dental, disability
Four weeks of vacation to start + two weeks lieu time

QUALIFICATIONS:

- Completion of post-secondary program in human resources or labour relations.
- Baccalaureate degree or college diploma.
- 3-5 years progressively responsible experience in Human Resources, preferably in a healthcare environment.
- Professional certification in Human Resources Management (CHRP/CHRL/CHRE) an asset.

RESPONSIBILITIES:

- The HRM provides guidance to the management team for HR-related matters, including recruitment, staffing, education and development, attendance and disability management, compensation and labour relations.
- The HRM manages all aspects of labour and employee relations, including collective bargaining, the grievance and arbitration process, and labour-management relations.
- Maintain the Occupational Health & Safety Program as well as Attendance Management & Disability programs.
- Oversee payroll, Scheduling, Staff Wellness and Voluntary Programs.
- For a comprehensive list of qualifications & responsibilities, please refer to the job description JD-ADM-06

THIS POSITION IS OPEN TO ALL QUALIFIED APPLICANTS

Red Lake Margaret Cochenour Memorial Hospital is committed to employment equity. Upon request, accommodation for disabilities can be provided in the hiring process to applicants who meet the required qualifications outlined in the job description.

Those interested in the position are requested to apply in writing to:

Sumeet Kumar, President and CEO

jobs@redlakehospital.ca

**Red Lake Margaret Cochenour Memorial Hospital
Box 5005 Red Lake Ontario P0V 2M0**

RLMCMH is an 18 bed facility located in beautiful, rural Northwestern Ontario. We offer 24 hour emergency care, acute & chronic care, oncology, diagnostic services, rehabilitation, and a variety of day clinics. The community of Red Lake is home to approximately 5000 residents. The primary industries include mining, tourism, and forestry. The town is approximately a 3 hour drive from Kenora and a five hour drive from Winnipeg (six hours from Thunder Bay). Red Lake is also accessible by air.

Check out our video: <https://www.youtube.com/watch?v=jVDO5mUWVdA>