



JOB OPPORTUNITY

The Kativik Regional Government (KRG), a supra municipal body with jurisdiction over the territory located north of the 55th parallel, is now looking for a self-motivated and dynamic individual interested in joining the KRG to work in the capacity of:

COORDINATOR – WASTE MANAGEMENT (Term with possibility of permanency – Full-time)

Under the supervision of the Assistant Director–Lands and Environment of the Renewable Resources, Environment, Lands and Parks Department, the Coordinator – Waste Management will assist the environment section and will be called upon to ensure coordination and communication with all internal and external stakeholders involved in projects. The Coordinator – Waste Management has responsibility for, without being limited to, the following duties:

- Supervise and schedule works for the environment section to ensure the delivery of special projects, technical assistance to the Northern Villages, operationalization of environmental programs and measures, training programs, etc.;
- Collaborate with the KRG communications department for the development of communication tools including a web platform for environmental projects;
- Prepare and manage the budgets related to environmental projects in collaboration with the Assistant Director–Lands and Environment;
- Monitor project timetables, and ensure compliance with project deadlines;
- Ensure implementation and follow-up to achieve the section’s annual objectives;
- Collaborate with experts and external firms for implementation of various projects;
- Coordinate operations related to various environmental projects;
- Manage activities such as drafting and revision of reports, contracts, agreements, and funding requests for special projects in collaboration with the Assistant Director–Lands and Environment;
- Manage or participate in different regional environment related committees with the NVs and/or other stakeholders or land users;
- Perform any other related duties requested by supervisor.

QUALIFICATIONS:

- Bachelor’s degree in Environment, or in a related field; Diploma in public administration, environmental management or related field would be an asset;
- Minimum of five (5) years of relevant work experience in municipal or regional environmental related field, relevant experience in waste management will be considered as an asset;
- Solid leadership skills and demonstrated resourcefulness;
- Ability to work with Microsoft Office applications;
- Strong planning and organizational skills;
- Demonstrated abilities of working under pressure and meeting deadlines;
- Written and oral working knowledge of at least two (2) of the following languages: Inuktitut, English and/or French;
- Work experience north of the 55th parallel is a definite asset.

Place of work: Kuujjuaq
Salary: Min: \$ 95,790/year, max: \$ 131,712/year based on 35 hours/week
Other benefits: Cost of living differential: Minimum of \$8 500/year
Food allowance: Minimum of \$3 903/year
Annual leave trips: maximum of 3 per person annually
Pension Plan: RRSP
Group Insurance
Vacation: 20 days/year plus 10 days in lieu of overtime
Statutory Holidays: 20 days including 10 during Christmas holidays.

Please submit your résumé in English before 5:00 pm on April 26, 2024, to:

**Human Resources
Kativik Regional Government,
P.O. Box 9
Kuujjuaq Qc., J0M 1C0
Fax: (819) 964-2975
Email: humanresources@krg.ca**

The KRG is an equal opportunity employer. In accordance with this and with the James Bay and Northern Québec Agreement, conditions may vary to promote the employment of Inuit candidates.

Only candidates selected for an interview will be contacted.