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Administration régionale KATIVIK Regional Government
P.O. Box 9 KUUJJUAQ (QUÉBEC) CANADA J0M 1C0

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:

LABORER - MESSENGER
(PERMANENT, FULL-TIME POSITION)

Under the supervision of the Coordinator Warehouse Operations, Administration Department, the Labor Messenger will work closely with other employees of the section. More specifically duties that shall include, but not be limited to:

- Deliver office supplies, office furniture, housing furniture, sealift orders, etc;
- Assist the Building Maintenance section in the transport of materials and equipment or to offer basic assistance regarding light maintenance type work;
- Provide all janitorial/office supply type material to offices as required;
- Ensure storage warehouse areas are clean and organized;
- Snow removal of offices' entrances and emergency access, etc;
- Assist the Storekeeper as required, including the upkeep of archived boxes;
- Do any other tasks as delegated by the supervisor.

QUALIFICATIONS

- Have a minimum of two years relevant experience;
- Written and oral working knowledge of at least two (2) of the following languages: Inuktitut, English and French;
- Ability to lift up to 50 lbs, be reliable, dependable, and autonomous;

Place of work:	Kuujjuaq
Salary:	Min. $33,867 yearly, Max. $53,333 yearly. (Class 4)
Benefits:	Cost-of-living differential: minimum $8 500 annually; Food allowance: minimum $3 707 annually; Annual leave trips: maximum of 3, per person, annually; Simplified Pension Plan; Group insurance; Vacation: 20 days annually; Statutory holidays: 19 days including 10 during the Christmas period.

Please send your resume to:

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

** An employee is entitled to receive at least the Northern benefits allocated to an employee without dependants. An employee with dependants is entitled to benefits for her/his spouse and eligible dependants.*
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.