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Administration régionale KATIVIK Regional Government
KATIVIK 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:

PROJECT MANAGER - ENVIRONMENT
(Permanent, Full Time)

The KRG is responsible for the realization of various projects listed as priorities in its Residual Material Management Plan and aimed at ensuring the overall improvement of waste management in Nunavik communities. These innovative projects for the region will contribute to reducing disposal by improving sorting, promoting reuse, increasing, and facilitating access to existing recycling programs and, in particular, implementing a project specifically aimed at the recovery of accumulated metal.

Reporting to the Assistant Director Environment and Lands and working in close collaboration with the Environment Team and in partnership with other departments of KRG, the selected candidate will be responsible of the following:

- Plan and manage the implementation of waste management projects such as recycling of accumulated metals, implementation of sorting centers, composting facilities or other projects aimed at reducing waste disposal;
- Supervise the design by specialized professionals and update documents, procedures, forms, records, and training programs for those involved in the project;
- Coordinate and carry out the preparation of tender documents;
- Liaise between professionals, subcontractors, northern villages, and governmental authorities;
- Ensure the overall follow-up of the project: respect of deadlines, budgets, project modifications, inspections, payments, financing, guarantees, follow-up reports to the authorities, etc.;
- Ensure that the project is carried out in compliance with laws, regulations, guidelines, standards, and good practices;
- In collaboration with municipal managers, identify local labor needs, establish a schedule of daily tasks, and ensure that tasks are completed by local labor;
- Keeping the governmental authorities informed of progress and potential issues encountered on a regular basis and as required;
- Participate in the implementation of a permanent plan to ensure the transportation and recovery of metals accumulated on the territory of Nunavik communities;
- Perform any other duties as required.

Required qualifications:

- University degree in a related field (engineering, environment, logistics, project management, etc.). Relevant work experience will also be considered;
- Minimum of five (5) years' experience in a related field (engineering, environment, logistics, project management, etc.);
- Experience in the metal recycling industry or other waste management field would be an asset;
- Excellent organizational skills and ability to work efficiently with limited supervision;
- Strong oral and written communication skills;
- Strong teamwork;
- Good understanding of Aboriginal issues and the North in general is considered an asset;
- Written and oral working knowledge of at least two (2) of the following languages: Inuktitut, English, and French;
- Working knowledge of computer software applications (Microsoft Office 2010);
- Must be available to travel frequently within Nunavik.

Place of work:	Kuujjuaq
Salary:	Min; $58 466/year, Max: $100 085/year (Class 9)
Other benefits:	Cost of living differential: Minimum of $8 500/year Food allowance: Minimum of $3 707/year Annual leave trips: maximum of 3 per person annually Simplified Pension Plan: 6% employer, 4% employee Group Insurance Vacation: 20 days/year Statutory Holidays: 20 days including 10 during Christmas holidays.

Please submit your resume 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.