



Hôpital général de Nipissing Ouest

West Nipissing General Hospital

725, chemin Coursol Road, Sturgeon Falls, ON P2B 2Y6

TEL: (705) 753-3110 • FAX: (705) 753-0210

**PERMANENT FULL-TIME
HUMAN RESOURCES MANAGER
West Nipissing General Hospital**

As a key member of the management team, the Human Resources Manager consults with, guides and provides counsel to managers on labour relations, recruitment, compensation, pension, benefits, health and safety and all aspects of Labour Law. He/she is also responsible for establishing and maintaining exceptional credibility and trust with employees, union leadership and management. Responsibilities also include the implementation and development of hospital policies and programs and the administration of salary and budget processes.

This position offers an attractive benefit package including membership in the Health Care of Ontario Pension Plan and a salary commensurate with qualifications and experience.

Education, Experience & Professional Registration:

- Diploma or degree from a recognized College/University in Human Resources with CHRP certification
- Experience in managing in a unionized work environment
- Five (5) years related HR experience at a Managerial level is an asset
- Two (2) years of management experience in an acute health care facility is an asset

Skills Required:

- Ability to use diplomacy, discretion and maturity in dealing with sensitive personnel issues
- Demonstrated experience leading staff and coordinating associated activities
- Exceptional written and verbal communication skills, outstanding interpersonal relationship building and problem-solving skills
- Ability to form strong partnerships while remaining able to provide independent advice and counsel
- Ability to maintain confidentiality and exercise discretion in all matters
- Thorough understanding of current employment legislation with the ability to interpret case law and understand the impact and implications of such on the organization
- Negotiator with experience in collective bargaining and the interpretation and administration of collective bargaining agreements as well as experience in grievance and arbitration processes
- Ability to organize workload demands and to establish priorities
- Ability to work collaboratively with all members of the health-care team
- Proficient in the use of various computer software programs (Microsoft Office)
- Critical thinking skills and ability to apply best practice principles
- Ability to perform duties in a professional and respectful manner
- Supports and promotes a culture of safety for staff and patients
- Excellent attendance record
- Bilingualism (French and English) a requirement

Qualified candidates are invited to submit their cover letter and resume to:

West Nipissing General Hospital

Human Resources

725 Coursol Road

Sturgeon Falls, ON P2B 2Y6

Fax: 705-753-0210

Email: carole.galarneau@wngh.ca

The WNGH has policies in place to demonstrate its commitment to ensuring that all individuals are provided with meaningful employment that is ethical and fair, and is in compliance with all applicable employment and human rights legislation.

Version française disponible au Bureau des Ressources Humaines

The WNGH is an equal opportunity employer and welcomes applications from all interested parties. We thank you for your interest, however, only those candidates selected for an interview will be contacted. Should you require accommodation in the recruitment process, please contact the Human Resources Office.