



Renewable Energy Systems Canada Inc.
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We want to develop our culture of care so that everyone can reach their full potential and create a workplace where everyone feels listened to and respected. We want you to feel included and your comments and ideas to be appreciated.

Summary: The Indigenous Labour Advisor ensures meaningful Indigenous participation on the construction site through collaboration with sub-contract employers in supporting full-cycle subcontractor recruitment and outreach, onboarding new sub-contract employees, and providing mentorship and job coaching throughout the project. This role also performs requires utilizing a high degree of confidentiality, initiative, judgment and independence to achieve the desired outcome. This is a construction site-based position.

Requirements: Indigenous Labour Advisor:

- Collaborates with sub-contract employers to provide a positive candidate experience through the recruitment cycle for all applicants, including:
 - Supporting preparation of and advertising job postings on internal and external job boards, websites, and newspapers.
 - Initiating outreach activities to Indigenous Labour agencies to attract resources from their labour pool.
 - Assisting subcontractors with interview preparation, as necessary.
- Collaborates with HR Specialists from each of our subcontractors to provide talent acquisition guidance to their teams.
- Builds and maintains partnerships with organizations supporting Indigenous people, including guidance on candidate application and interview preparation.
- Reviews and discusses with subcontract employers regarding employment equity practices as related to recruitment, selection and retention efforts.
- Maintains strong customer focus by acting as the RES support/point of contact for subcontractor new hires.
- Initiates regular check-ins and coaching with all Indigenous staff on site.
- Operates Company assigned vehicle in a safe manner both on and off site.
- Attends work regularly and punctually, as scheduled or expected.
- Complies with Employee Handbook, Code of Conduct and Company Policies & Procedures.
- Presents, supports, and leads-by-example with a safety and quality-oriented attitude.
- Supports and attends recruitment and human resources functions such as recruitment fairs, skills inventory, client based open houses, as requested.

- Ensures travel arrangements are made for candidates, as needed.
- Counsels applicants and subcontractors on construction site practices and job opportunities.

Knowledge, Skills, and Abilities:

- Experience working with and leading Indigenous people.
- Strong attention to detail and ability to manage high volume work in a fast-paced environment. Experience in mass hiring, project ramp up preferred.
- Self-driven with a strong sense of urgency, resourcefulness, and ability to work independently and manage own schedule.
- Strong interpersonal skills; ability to communicate effectively (written, verbal and presentations.)
- Ability to work with highly confidential information in an appropriate manner.
- Proven ability to work well in a team environment and establish strong collaborative working relationships
- Strong Microsoft Office suite skills
- Willingness to work flexible, varying hours, including possible evenings and weekends.
- Functional competencies include prioritization, building strategic partnerships, communication, demonstrating active care and collaboration.

Qualifications:

- High school/GED Required.
- Bachelor’s Degree in Human Resources or related course work Preferred.
- 3 years or more experience working with and leading Indigenous People, as well as networking experience with external recruitment agencies and various employment related organizations Required.
- 1 year or more experience in a construction related role Preferred.
- 2 years or more Human Resources or recruitment experience Preferred.
- Domestic travel 5-15%, Valid Driver’s License Required.

Anticipated base salary range: \$30.31 - \$35.66

The final agreed upon compensation is based on individual education, qualifications, experience, and work location. This position is bonus eligible.

RES offers benefits that are effective first day of employment. These benefits include the following:

- Medical, Prescription, Dental and Vision effective date of hire
- Basic Life and Dependent Life
- Short- and Long-Term Disability
- RRSP with 6% company match
- 4 weeks Paid Time Off (PTO) and 12 Paid Holidays
- Tuition and Green Car reimbursement

- Volunteer and Charity Matching
- Paid Parental Leave and Paid Sabbatical Leave
- Employee Referral Bonus
- Employee Discounts and Wellness programs
- Wellness Reimbursement \$680 CAD annually

Contact information listed below, if you have any questions prior to applying to this position:

Anthony Miceli
SR. Talent Acquisition Partner

Anthony.miceli@res-group.com RES Group

Physical requirements and environment:

The work environment and physical demands characteristics are representative of those the employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Rarely: Climbing, Crouching, Kneeling, Pulling 5-15 lbs., Pushing, Lifting, Stooping, Vibration are required.

Occasionally: Carrying 5-15 lbs., Gripping, Handling, Pinching, Walking, are required.

Frequently: Standing are required.

Constantly: Reading, Grasping, Hearing, Reaching, Vision, Repetitive Motion, Sitting, is required.

Rarely exposed to Vibrations in the working environment.

Occasionally exposed to Humidity, Wetness, Noise, and Hazards in the working environment.

Frequently exposed to Extreme Heat and Extreme Cold in the working environment.

RES is an equal opportunity employer that is committed to diversity and inclusion in the workplace. We prohibit discrimination and harassment of any kind based on race, color, sex, religion, sexual orientation, national origin, disability, genetic information, pregnancy, or any other protected characteristic as outlined by federal, state, or local laws.

Must be able to pass a Canadian Abstract Process Review.