



**FIRST NATIONS OF QUEBEC
AND LABRADOR HEALTH
AND SOCIAL SERVICES
COMMISSION**

*To accompany Quebec First Nations
in achieving their health, wellness,
culture and self-determination goals.*

JOB OFFER

Human Resources Advisor – Compensation

Regular position

35 hours per week (50% at the office and 50% teleworking)

Working with us means:

Joining a dynamic, passionate and committed team.

Choosing a stimulating work environment focused on mutual support, respect and collaboration.

Accessing a career full of learning and professional development opportunities.

The Human Resources Advisor – Compensation must:

While reporting to the Human Resources and Organizational Development Advisory Manager, you will have the opportunity to thrive in a constantly evolving organization. As a human resources generalist, you will provide advisory support to employees and managers while applying specialized expertise in remuneration. More specifically, you will:

- Provide advisory support to employees and managers regarding the application of human resources management policies.
- Ensure the management and maintenance of salary structure, including drafting and updating job profiles, classifying positions, determining salary positioning, and handling tasks related to pay equity maintenance.
- Collaborate on the development and updating of policies, procedures, processes, and tools in compliance with applicable laws.
- Participate in developing organizational projects aimed at organizational transformation and employee engagement while supporting their deployment.
- Coordinate and participate in committees.
- Handle administrative follow-up on files and draft administrative documents as needed.
- Monitor best practices with a view to making recommendations for the continuous improvement of organizational policies and processes.

Requirements

- Bachelor's degree in human resources management or industrial relations.
- Three years of experience in human resources, labour law, and an advisory role.
- Good knowledge of the *Canada Labour Code*.
- Knowledge and understanding of First Nations cultures.
- Knowledge of Microsoft 365 (excellent Excel skills).
- Excellent command of French and English (written and spoken).

Desired profile

- Strong interpersonal skills.
- Strong sense of ethics and a deep respect for confidentiality.
- Good planning and project management skills.
- Good adaptability.
- Professional diligence and systemic vision.

Salary

The gross annual salary ranges from \$63,663.60 to \$78,460.20 and varies according to the candidate's experience.

Start date

As soon as possible.

SUBMIT YOUR APPLICATION!

Send your curriculum vitae along with a cover letter **no later than 4:00 p.m. on September 27, 2026**, to rh@cssspnql.com.

*Only selected candidates will be contacted.

The FNQLHSSC prioritizes applications from the First Nations and Inuit.

