



## OFFRE D'EMPLOI

CANADIAN  ROYALTIES INC.

### DISPATCH JOB POSTING NUMBER: RH19-12

<b>EMPLOYMENT STATUS : PERMANENT</b>	<b>PLACE OF WORK: NUNAVIK (Fly-in/Fly-Out)</b>
<b>WORK SCHEDULE :</b> The normal work schedule is on a rotation of 6 weeks: 3 weeks worked (77 hours per week, 7 days a week) followed by 3 weeks of rest.	
<b>DEADLINE TO APPLY : MARCH 25<sup>TH</sup>, 2019</b>	<b>HOURLY RATE : 25 \$ / h</b>
<b>REFERRAL PROGRAM : 500 \$</b>	<b>NUMBER OF JOB OPENNING : 1</b>

#### WORKING CONDITIONS

- Join a supportive and effective team
- Competitive salaries including benefits (insurance + pension plan)
- Gym available on site / Common entertainment room / Organized activities by a recreologist.
- On-site Medical Services / Employee Assistance Programs
- Living accommodation and various quality meals provided

#### SUMMARY OF RESPONSIBILITIES

Reporting to the Supervisor of Security and Emergency Measures, the dispatch agent ensures the safety of all employees at the mine site, as well as the company's assets. Its main responsibilities are:

- Handles radio communications for all road travel within the company's territory;
- Enforce the company's Road and Safety rules;
- Answers emergency calls, allocates resources, and supports the action plan;
- Initiate research if a vehicle has not arrived as its destination in reasonable time;
- Relay urgent requests by radio, telephone or in person when necessary;
- Compile working cards during the shift ;
- Produce and writes various reports;
- Performs all other related tasks.

#### REQUIREMENTS

- High School Diploma, training in security or dispatch would be an asset;
- A valid driver's license class 5;
- A valid CPR training;
- Knowledge of MS Office;
- Bilingual (English and French), Inuktitut is an asset;
- Experience in an industrial or mining environment is an asset.

#### SKILLS SOUGHT

- Respect for compliance with regulations, health and safety rules, and the environment ;
- Willing to work in an multicultural team and environment ;
- Skills in developing and maintaining good interpersonal relations;
- Attitudes sought in general: dynamic, autonomous, positive, flexible, versatile and strong sense of the organizational work;
- Experience in a northern environment (is an asset);
- Able to work well under pressure.

#### **WHEN SENDING IN YOUR APPLICATION, IT IS IMPERATIVE TO INDICATE THE JOB POSTING NUMBER**

Those interested in this job are invited to submit their CV with a cover letter before 4 p.m. **March 25<sup>th</sup> 2019** by e-mail to

[emplois@canadianroyalties.com](mailto:emplois@canadianroyalties.com)

*Only those selected for an interview will be contacted.*