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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:

Observer / Communicator
(Permanent / Full-Time)

Under the supervision of the Coordinator of Airport Operations and Maintenance, the Observer /Communicator (O/C) works in a Community Airport Radio Station (CARS) located at the Airport of a Northern Village. They provide the community with aviation support through radio communication, weather observing and reporting, and by following various operational directives and procedures to ensure the operational integrity of the airport and its various systems. O/C duties include but are not limited to:

- Append automated HWOS hourly weather data with manual weather observations which are transmitted electronically to NavCanada;
- Communicate with pilots and vehicle operators, to give information on local weather conditions, air traffic, runway conditions, emergency situation and other information, as requested or required;
- During winter operations, inspect and report on runway surface conditions through a NavCanada web-based computer software;
- Perform daily, weekly and monthly inspection reports on the serviceability of various airport systems and equipment;
- Compile daily, weekly, monthly statistics on passenger and cargo loads as well as aircraft movements;
- Complete on as required basis reports for the following airport programs: Safety Management Systems, Wildlife activity, Emergency Response, security incident; operational irregularities, incidents and accidents;
- Assist the airport maintainer in the receiving process of supplies and materials at the airport for various KRG departments;
- As the local representative of KRG Transport, ensure the overall operational integrity of the airport and report identified deficiencies back to management for corrective action.

The selected candidate must:

- Be willing to work on a rotating shift schedule 7 consecutive days, 10 hours per day / 7 consecutive days off and occasionally work over-time
- Have at least a Secondary 3 diploma (grade 9);
- Have good judgment, planning and problem solving skills;
- Have the ability to work long hours alone at times with remote supervision;
- Demonstrate a high standard of dependability, reliability and safety;
- Have an excellent attendance record;
- Written and oral working knowledge of at least two (2) of the following languages: Inuktitut, English and French;
- Obtain a valid Restricted Radio Operator's License from Industry Canada;
- Have a very good knowledge of computers and basic office software: Word, Excel, Outlook;
- Be able to perform mathematical functions;
- Possess good hearing and eyesight according to Transport Canada standards;
- Possess a valid provincial or territorial driver's license and successfully pass the Airside Vehicle Operator's Permit course.
- Be available to attend a training course of up to 9 weeks, followed by an intensive on-the-job training period of 1-2 weeks at the designated airport before receiving site-certification

Place of work:	Umiujaq
Salary:	Min.: $42 188 yearly – Max. $69 879 yearly (Class 6)
Other benefits:	Cost of living differential: minimum of $10 033/year Food allowance: minimum of $2 726/year Annual leave trips: minimum of 3 Simplified Pension Plan: 6% employer, 4% employee Group insurance Vacation: 20 days/year Statutory holidays: 19 days

Please send your résumé to:

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