



Saskatchewan Indian Gaming Authority

Central Office

Saskatoon



Job Title	# of Positions	Competition Number	Salary	Close Date
Director, Compensation, Benefits and HRIS	1 Full Time	10-CO-HR-03	\$67,946.21- \$84,933.79 Under Review	April 6, 2010

Sharing Success.....through the provision of superior gaming operations services. With gross revenues in excess of 240 million dollars annually, SIGA is Saskatchewan's largest and most successful employer of First Nations people. SIGA is currently looking for creative, motivated, passionate and energetic individuals to join the team.

Statement of Competencies

- Education:** Bachelor's Degree specializing in Human Resources, Industrial Relations, Commerce, Business Administration, Information Technology or a relevant combination of education, training and/or experience. Completion of related designations such as CPM, CEBS or equivalent. Completion of the IPMA (CP or CS) designation is an asset.
- Experience:** Significant experience in the design, development, research, analysis, and management of total compensation and rewards programs and HR information systems. The successful candidate will be an experienced Reward/Compensation and Benefits Manager that has worked in a large multisite organization and must have project management experience. Must also demonstrate significant experience in leading and developing Compensation and Benefits staff. Preference will be given to candidates with JDE experience.
- Knowledge:** Knowledge of SIGA's mission, vision, guiding principles and business values.
Knowledge of First Nations culture, values, beliefs, traditions and protocols.
Knowledge of Compensation and Benefits processes, systems and best practices including provincial and federal legislation.
Knowledge of Human Resources Information Systems.
Knowledge of strategic, business, work planning and budgeting processes.
- Skills and Abilities:** Ability to consult, research, analyze, design and develop Compensation and Benefits programs, services, policies and processes.
Ability to manage and utilize technology to improve efficiency and accuracy of human resources related activities.
Ability to develop and maintain strategic relationships to create opportunities and position SIGA to achieve its objective to become an employer of choice.
Ability to lead and transform broad organizational change strategies into specific direction and goals for departmental staff through the effective development and implementation of business and work planning processes.
Highly effective critical thinking skills to set and adjust strategic goals/priorities for the unit to improve organizational performance.
Ability to organize, guide, motivate and lead a diverse team to reach goals and deliver outstanding guest services.
Very strong written and oral communication skills.
- Personal Suitability:** Positive attitude Integrity Perseverance and Influence Interpersonal Awareness Innovative and Flexible Stress Tolerance/Resistance
- Conditions of Employment:** Must consent to a background check in order to qualify as a gaming employee.
Must obtain and maintain a gaming employee Certificate of Registration from the Saskatchewan Liquor and Gaming Authority (SLGA).
Must be 19 year of age or older.
- Other Information:** Must be able to work evening and weekend work as required.
Must be able travel to attend meetings, training, etc. and possession of a valid driver's license.
Must have a valid driver's license.
- Main Duties:** Reporting to the Senior Vice President of Human Resources, you will be responsible for driving the Compensation, Benefits and HRIS initiatives and best practices for the organization. You will play a direct role in strategic planning, design, analysis, budgeting and management of SIGA's total compensation and rewards programs and the HR Information Systems. You will lead a team of Compensation, Benefits and HRIS professionals responsible for the administration and management of compensation, benefits and HR systems. Key specific areas of your initial focus will include integration and management of compensation and benefits programs, analysis and design of short-term and long-term incentive compensation programs, and strategic planning for the future implementation new HR systems.

SIGA offers a competitive compensation and benefits plan. Preference will be given to qualified First Nations persons (Human Rights Exemption # E95-29). Consideration will be given to those submitting an updated resume and cover letter quoting competition: **10-CO-HR-03 Director, Compensation, Benefits, and HRIS**

Mail resume to:
Saskatchewan Indian Gaming Authority
Human Resources Department
250—103C Packham Avenue
Saskatoon, SK S7N 4K4

Fax to:
306) 477-7504

Email to:
SIGA_HR@siga.sk.ca



We thank all applicants and wish to advise that only those individuals that have been selected for an interview will be contacted.

