



Systems & Team Development Specialist

York Care Centre is a leading organization in Atlantic Canada providing long-term care, research and lifestyle living options on a single campus. When it comes to aging care, we don't fit the traditional mold. Constantly reinventing ourselves, we work closely as a team to seek out and implement innovations that lead to making York Care Centre an excellent place to live, visit and work.

ABOUT THE ROLE

The Systems & Team Development Specialist is a member of our People and Community Engagement Team who thinks innovatively and strategically to coordinate organizational data requirements for HR analytics and insightful solutions. Within this position, is the responsibility to effectively and efficiently administer an employee benefits program and retirement pension program. An innovative mindset will lead to operational efficiencies, and the research and coordination of training and development opportunities for employees.

ABOUT YOU

You will have obtained a Diploma or Degree in Human Resources, Business Administration or equivalent, with a minimum of two (2) year of experience within the field of Human Resources or related area. You are proficient in MS Office and payroll software programs. You are confident in your abilities to administer an employee benefits and pension program. You can apply critical thinking skills, communicate effectively, pay close attention to detail and proactively propose solutions. Lastly, you consider yourself a 'people person' that strives in a fast-paced environment and is adaptable to changing work priorities.

WHY CHOOSE US?

We value our employees which is why they have access to competitive wages, a free onsite fitness centre, free parking, ongoing wellness initiatives, leadership programs, an annual scholarship program, and a 'get inspired' engagement social committee.

If you are interested in joining our People and Community Engagement Team, please forward your resume in confidence to:

Human Resources
York Care Centre
100 Sunset Drive
Fredericton, NB E3A 1A3
humanresources@yorkcarecentre.ca

Please include '**Systems & Team Development Specialist**' in the subject line of your email. We thank all candidates for their interest; however, only those selected for an interview will be contacted.