



HR ADVISOR

Salary range: \$66,900.01 – \$94,600.06 per annum

Victoria, B.C.

This is a three-year temporary assignment with the possibility to become permanent. An eligibility list may be established for future permanent and temporary vacancies at the same level.

The Office of the Auditor of British Columbia (OAG) has the legislated mandate to audit ministries, Crown corporations and other organizations controlled by, or accountable to, the provincial government. This includes school districts, universities, colleges, health societies and health authorities. The auditor general is an independent officer of the legislature, appointed by the elected members of the Legislative Assembly of B.C. for a single term of eight years. Together with his staff, the auditor general performs financial audits, performance audits and issues other non-audit reports.

We are seeking an experienced HR professional for the position of HR advisor, executive portfolio.

Reporting to the manager, strategic human resources, the human resources advisor provides strategic advice and consultation on the development of the office's workforce plan, organizational development, and implementation of office-wide HR programs, initiatives, and services.

To be considered for this position, applicants **must** have:

Education and experience

- Undergraduate degree, or post-graduate diploma or certificate, in a related field (e.g., human resources, public/business administration).
- Minimum two years of experience acting as an HR professional providing HR services for an organization or a client group.
- Minimum two years of recruitment and hiring experience with various classifications.
- Preference may be given to candidates with:
 - HR accreditation (CPHR)
 - HR experience in the B.C. public service or an independent office
 - Peoplesoft administrator experience

Candidates must be willing and able to:

- Be flexible regarding ongoing changes in responsibilities, assignments, and corporate structures.
- Travel occasionally.



PROVISO

- Successful completion of a criminal records check is required by the Office of the Auditor General.
- At the OAG, the health and safety of our people is a priority. As such, proof of COVID-19 vaccination is required of all staff. It is a term of acceptance of employment that you agree to comply with all vaccination requirements. Our policy is aligned with the [COVID-19 vaccination policy for B.C. public service employees](#).

Please see the accompanying job profile for a full description of the accountabilities and required qualifications for this position.

Please indicate clearly how you meet the requirements of the job in your resume.

Located in downtown Victoria, the Office of the Auditor General of British Columbia is recognized for its leadership and excellence in promoting effective and accountable government.

The office offers a comprehensive salary and benefits package, pension plan, flexible work arrangements, and a strong team environment. We are committed to fostering a diverse, inclusive and respectful workplace.

Please send a cover letter, resume, and completed Qualifications Matrix to hr@bcauditor.com. We are welcoming email applications until **11:59 p.m. PST on January 9, 2022**.

For more information, contact Tracy Houser, Executive Director, THouser@bcauditor.com.

Attachments

- Job Profile
- Qualifications Matrix