



**Supply
Ontario**

Supply Ontario is a new provincial agency with an ambitious mandate to transform and modernize the province's public sector supply chain management system.

Supply Ontario's vision is to build world-class capability that harnesses Ontario's buying power to enable economic development, province-wide resilience and value for Ontarians. We are currently establishing our initial operations, building our foundational infrastructure and planning for how the agency can best provide services. To learn more about Supply Ontario, please visit www.supplyontario.ca.

Diversity, Inclusion and Belonging are important values of the organization, where each employee is respected and valued for their differences. Every employee brings unique skills, background and experiences to Supply Ontario, regardless of race, national or ethnic origin, colour, religion, age, sex, sexual orientation, gender identity or ability. These diverse and different perspectives enrich our organization and our working life.

La diversité, l'inclusion et l'appartenance constituent des valeurs importantes de l'organisme, où tous nos employés sont respectés et estimés pour leurs différences. Chaque employé apporte des compétences, des antécédents et des expériences uniques à ApprovisiOntario, sans égard à sa race, à son origine nationale ou ethnique, à sa couleur, à sa religion, à son âge, à son sexe, à son orientation sexuelle, à son identité de genre ou à sa capacité. Ces points de vue diversifiés et différents enrichissent notre organisme et notre vie professionnelle.

TOTAL REWARDS AND COMPENSATION SPECIALIST

Supply Ontario is seeking an experienced Total Rewards and Compensation Specialist to support its human resources strategies, programs, policies and initiatives and commitment to customer service. As an integral member of the HR team, you will apply your expertise in salary administration, compensation programs and policies, and performance management to the development, delivery and administration of total rewards and compensation programs and policies.

Reporting to the Director, Human Resources, you will be accountable for providing advice and expertise to both business partners, employees and team members to ensure consistency in the application of policies. You will also be instrumental in developing and implementing benefits and compensation programs to meet the needs of this new and growing organization.

Additional responsibilities include:

- Leading the annual performance management and merit increase cycles including the budget process, establishment of applicable salary increase guidelines, individual adjustments, validation, and reporting.
- Responsible for the administration of disability management programs, WSIB claims, accommodation and return to work planning.
- Developing various communications materials and guidance tools regarding compensation and benefits programs and overseeing the development and maintenance of all benefit and compensation content within various systems, including repository of job descriptions, updates on salary ranges, benefit and salary administration and pay for performance guidelines.



HR ASSOCIATES

Successful candidates will demonstrate the following:

- Degree in Human Resources, or related degree and relevant experience.
- Proven experience as an HR professional including progress experience working in Total Reward or Compensation.
- Professional certification (CHRP or CEBS or CCP) is an asset.
- In-depth knowledge of the compensation cycles, including salary administration, surveys, market analysis, structure development, and incentive design.
- Extensive knowledge of compensation and benefits programs, principles, and practices.
- Knowledge of HR-related legislation such as Ontario Employment Standards Act, WSIB, Human Rights Code, Pay Equity Act, Occupational Health and Safety Act.
- Exceptional writing and editing skills as well as strong written, verbal, and interpersonal communications skills required to work effectively with all levels of staff and management.

Supply Ontario offers a competitive compensation package including benefits and defined benefit pension plan.

HOW TO APPLY: To apply, please click on the following link: [APPLY NOW](#) by **April 18th, 2022**. We thank all applicants for their interest, however, only those selected for further consideration will be contacted. If you have questions, you can also contact Luciana Da Silva at 416-237-1500 x.266 or luciana.dasilva@hrassociates.ca.

Supply Ontario is an inclusive employer which respects equity, inclusion, diversity and anti-racism. Accommodation, if required, will be provided throughout the hiring process in accordance with the *Ontario Human Rights Code*.