Job Title: Assessment Analyst

Competition Number: 24/31 NU

Annual Salary: \$83,402 to \$99,606

Closing Date: May 31, 2024, 2024

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Here are a few ways you will make a difference:

- Familiarity with the Workers' Compensation Act(s), and the ability to interpret acts, policies and procedures and apply these in the context of providing decisions and recommendations,
- Knowledge of industries and industrial projects and their sub-contract dependencies,
- Ability to explain complex legislative requirements to stakeholders,
- Knowledge of financial and basic accounting principles,
- Computer skills as well as excellent oral and written communication skills
- Excellent organizational and interpersonal skills combined with the ability to function independently and as part of a team.
- Conduct information searches and extract core issues from large volumes of information and utilize the information in the formulation of timely decisions; and
- Demonstrated analytical, problem solving, and customer service skills.

What you bring to the role:

- A Business Administration Diploma
- 2 years of related experience at an officer level to recognize when operational descriptions and varied operational activities require further investigation to ensure compliance with WSCC Acts, Regulations, policies, and procedures.
- The ability to communicate in an official language of the Nunavut, in addition to English, is an asset.

What we offer:

- A Northern Living Allowance of \$22, 878 (IQ).
- A generous benefits package and enrollment in the Public Service Pension Plan.
- Learning and development programs and funding dedicated to your career growth.
- A workplace culture and leave entitlements that promote and support a healthy work-life balance.
- A culturally diverse workforce that embraces change and welcomes your lived experience.
- Being part of a team that positively impacts the quality of life for workers across the NWT and Nunavut.
- Federal and territorial tax incentives such as the NWT or Nunavut personal tax credits and the Northern Residents Tax Deductions.

Forward your resume to: If this sounds like a good fit for you, please forward your resume quoting competition number to: careers@wscc.nt.ca.

Criminal Records: A satisfactory criminal records check is required for this position.

Credit Check: A Credit check required as this position has access to sensitive financial information from Canada Revenue Agency.

More Specifications: The Workers' Safety and Compensation Commission's (WSCC) vision is to eliminate workplace diseases and injuries. Our mission is to promote workplace health and safety while providing no fault insurance to employers and care for injured workers. Our values are respect, engagement, integrity, openness, cultural safety, excellence, and stewardship in the workplace.

safety & care