



PAYUKOTAYNO

James and Hudson Bay Family Services

HEAD OFFICE:
FINANCE
48 Jaban Street, P.O Box 209
MOOSE FACTORY, Ontario P0L 1W0
1(705)658-4471 Fax # 1(705)658-4491

ADMINISTRATION:
50 Bay Road, P.O Box 189
MOOSONEE, Ontario P0L 1Y0
1(705)336-2229 Fax # 1(705)336-2492
1-866-615-1681

**** EMPLOYMENT OPPORTUNITY ****

Internal/External Posting

POSITION: Data Steward
CLASSIFICATION: Full Time
LOCATION: Moosonee/ Moose Factory, Ontario

POSITION RESPONSIBILITIES:

Under the direction of the Quality Assurance Manager, the successful candidate will address operational data quality issues within the agency. This Data Steward will need to take those findings and recommend corrections to the data quality circle to be established in the agency, and on approval, to make those changes in the front-end systems. It will thus be important for the Data Steward to know the organization's child welfare systems, its processes and the data involved in those processes and systems.

QUALIFICATIONS: College diploma\University degree or equivalent work experience
experience in Indigenous Child Well-Being Services and/or child welfare, with sound knowledge of the role of supporting systems, processes and data in child welfare operations
Ability to conduct research into a wide range of computing issues as required.
Excellent organizational & documentation skills and demonstrated ability to set priorities and Work effectively under pressure
Proven analytical and problem-solving abilities;
Valid Class G Driver's License

SALARY: \$59,098 - \$65,942 annually plus benefits & travel bonus

CLOSING DATE: October 21, 2021 @ 4:30 p.m.

SUBMIT LETTER OF INTEREST & RESUME, THREE (3) WORK REERENCES AND PERMISSION TO CONTACT, QUOTING COMPETITION #127-21 TO:

Director of Human Resources
Payukotayno: James & Hudson Bay Family Services
P.O. Box 189, Moosonee, ON P0L 1Y0
Fax: (844)444-0627 E-mail: hr@payukotayno.ca

ONLY CANDIDATES SELECTED FOR AN INTERVIEW WILL BE CONTACTED

We are an equal opportunity Employer. If you require a disability related accommodation in order to participate in the recruitment process, please contact the Human Resources Department. Please note that preference may be given to qualified Cree speaking applicants in our hiring process.

Clinical Unit
P.O Box 189
Moosonee, ON.

Niska Way Office
P.O Box 209
Moose Factory,
ON.

Fort Albany Office
P.O Box 123
Fort Albany, ON.

Kashechewan Office
P.O Box 241
Kashechewan, ON.

Attawapiskat Office
Gen. Del.
Attawapiskat, ON.

Peawanuck Office
P.O Box 64
Peawanuck, ON.

P0L 1Y0
Ph: #705-336-0058
Fx: #705-336-0062

P0L 1W0
Ph: #705-658-2701
Fx: #705-658-2702

P0L 1H0
Ph: #705-278-4856
Fx: #705-278-4854

P0L 1S0
Ph: #705-275-4535
Fx: #705-275-1155

P0L 1A0
Ph: #705-997-2271
Fx: #705-997-2299

P0L 2H0
Ph: #705-473-2663
Fx: #705-473-2664