GENERAL MANAGER, HOUSING AND FINANCE OPERATIONS

Location: Iqaluit, Nunavut
- Come and experience life in one of Canada’s northernmost communities and finish each day knowing you have made a difference!
- Competitive salary of $107,718 plus a northern allowance of $15,016
- Challenging and rewarding role for an experienced manager!

About the Organization
The Iqaluit Housing Authority (IHA) operates under a management agreement with the Nunavut Housing Corporation (NHC) that works to deliver housing solutions that provide an important link to Nunavut communities. It is one of 25 Local Housing Organizations (LHO) that delivers the Public Housing Program in cooperation with NHC. As such, the IHA Manager has a reporting relationship with the NHC and will be required to work closely with the district offices in carrying out the management function at the IHA.

About the Opportunity
The Iqaluit Housing Authority (IHA) in Iqaluit, Nunavut.
In this role, you will report to the Board of Directors of the IHA and will be responsible for the full accounting cycle as well as human resources, maintenance, budgeting, rental collection, board relations, and administrative functions of the LHO.

You will also supervise the administration and maintenance staff and act as Secretary to the Board of Directors. You will receive support from the Nunavut Housing Corporation (NHC) in the areas of Finance, Maintenance, Board relations, and Programs Administration.

The ideal candidate will have a post-secondary education in Business Administration and/or Accounting with previous management experience, with direct experience with full cycle accounting and property management (including budgeting, accounts receivables and payables, payroll, cost control, and interpretation of financial statements).

You will also possess:
- An excellent understanding of general accounting practices and principles
- Strong computer skills including hands-on experience with accounting software
- Experience in financial management
- Demonstrated supervisory and human resources skills with the ability to work effectively with both internal and external stakeholders

The successful candidate will demonstrate the ability to apply and enforce policies provided by the NHC and take positive action in the collection of current rent and outstanding rental arrears. Additionally, experience in one or more of the areas of housing maintenance, social housing administration, residential tenancies, public tendering and contract administration, labour relations, and computer network administration is required.

Due to the sensitive nature of this role, you will be required to undergo a credit check and criminal background check. Additionally, a valid Class 5 Driver’s License is essential. Finally, you must be self-motivated and have the ability to work effectively as part of a team and individually. Fluency in more than one of Nunavut’s official languages is an asset, as is knowledge of Inuit language, communities, culture, land, and Inuit Qaujimagatjuk angit.

About the Benefits
The successful incumbent will be rewarded with a competitive annual salary of $107,718 plus a northern allowance of $15,016. You will also receive a great range of employee benefits, including:
- Enrollment in the NHB Pension Plan and insurance
- 3 weeks of vacation to start with 2 weeks of lieu
- Subsidized Staff Housing
- Relocation and removal assistance

If you are looking for a role where no two days are the same, and where you can make a real difference in the lives of others, then this is the role for you.

Applications will close on May 21, 2018.
Only successful candidates will be contacted.

Please email resumes to: Subject: General Manager
snyathi@gov.nu.ca or Fax 867-897-3669