



## Human Resources Specialist

1 year term position, with possibility for renewal  
\$25-\$29/hour, 37.5 hours per week

Rural Action Centre is seeking a Human Resources Specialist to facilitate and foster the development of Human Resource requirements for local businesses in **Prince County** PEI. This is a project to help small business owners use effective Human Resource practices. The Human Resources Specialist will work with SMEs in recruitment and to create a stronger environment where employees work together to improve productivity.

### Qualifications:

- University Degree, Diploma or Certification in HR Management, Business or Public Administration
- Experience in group facilitation as well as demonstrated Human Resource experience
- Excellent interpersonal communication, organizational and leadership skills, as well as being an effective team player
- Certified Human Resources Professional designation would be considered as asset
- Additional relevant education and experience would be considered an asset

Please forward resume by September 30, 2020 to:

Rural Action Centre  
P.O. Box 368  
455 Main Street, Alberton, PE  
Attention: Barb MacDonald  
barb.macdonald@cbdc.ca

Only those selected for an interview will be contacted.