

CAREER PROFILE

HUMAN RESOURCE SPECIALIST

Name: Lyle Acoose

Employer: PotashCorp

Education: SIIT Management Studies Diploma
B.Comm. Management



DETAILS OF THE JOB: This position is responsible for various Human Resources activities, including supporting recruitment initiatives for hiring managers and providing strategies to source candidates from a variety of disciplines. An HR specialist conducts interviews, provides orientation and relocation assistance, and implements overall corporate recruitment strategies. Other responsibilities include compiling statistical information for reports, managing employee relations, organizing training logistics, and supporting mine-site Human Resources departments with respect to policies/procedures, recruitment, employee relations and Human Resources Information Systems.

A TYPICAL DAY: At the Corporate Office, Lyle works with a range of professionals including Accountants, IT Professionals, Engineers, Technologists, Managers, etc. At the company's potash mine sites he would be accompany tour groups where they learn about its operations and discover professional opportunities. Lyle would also attend career fairs at universities across the country. As part of his job, he assists with the company's Aboriginal Strategy, providing presentations at aboriginal communities and institutions, and representing the company at sponsored community events.

SKILLS NEEDED:

- To work well with people in all levels of an organization
- Good communication, interpersonal, and organizational skills
- Coaching skills, will also help with the development of professional strengths in employees, which ultimately makes for a better working team environment

COMMENT: "Helping people with solutions to their needs is very challenging, and rewarding. It feels very good to be a part of the hiring process and witnessing the excitement of a new employee starting their new job. Also, mining happens all over the world, perhaps opportunities for international assignments in the Human Resources field may come up in the future." says Lyle.

WHERE CAN I GO TO GET AN EDUCATION? U. of Regina, U. of Saskatchewan, Briercrest College, Carleton Trail College, Cumberland College, Great Plains College, Parkland College, North West Regional College, Saskatchewan Polytechnic, SIIT

HELPFUL HIGH SCHOOL COURSES: Communication Studies 20, Psychology 20/30, Studies20/30, Native Studies 30

NOC: 1121

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