

HR SUPPORT



Our HR Shared Services team offers customized HR support to continuing care employers (LTC & Home Care) who may need it.

*** Please note that this support is separate from and in addition to our R&R Program services.**

Services Available:

- Executive Searches (Senior Level & Management Positions)
- Succession & Talent Development Planning
- Onboarding/Orientation Programs
- Enhanced Recruitment Support (additional pre-screening, interview support, references etc.) – this would be an enhancement of what we currently do within the R&R Program
- Engagement and Retention Strategies (Engagement Surveys, Stay Interviews etc.)
- Development and Enhancement of Core HR Recruitment Practices (job postings/job descriptions/interview guides/reference check templates, etc.)
- Peer HR Mentorship and Support
- Conflict Resolution
- HR Personnel File Management (i.e. track and maintain personnel files, create electronic systems)
- Consultation with Leaders on Day-to-Day HR Support Needs

Immigration Specific Services Available:

- Job Posting, and Monitoring (combined HR and Immigration function)
- ERC Expiry Monitoring and Management
- Direct Meeting with Candidate for Immigration and HR Screening
- Job Offer Creation for the Employer (meeting IRCC requirements)
- Fill Out Employer Forms (NSNP-200 or AIP Endorsement)
- Send Complete Package of Employer Forms to the Candidate (with instructions on how to proceed)
- Obtain LMIA Exempt Job Offer Numbers from IRCC Employer Portal on Behalf of Employer for Candidate
- Provide Continued Guidance to Candidate through WP and PR Process, Mitigate Deferrals and Procedural Fairness on Behalf of the Employer as Necessary
- Monitor Work Permit and SIN Expiry of Candidates for Employers (HR Function)

What can we help you with?

To book a consultation with HR Shared Services please contact us at:



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