



City of Iqaluit
1085 Mivvik Street
P.O. Box 460
Iqaluit, Nunavut
X0A 0H0

Public Service Announcement

Job in Focus – Planning and Lands Clerk

June 20, 2023 – Iqaluit, Nunavut

The City of Iqaluit would like to draw your attention to an exciting opportunity for a qualified applicant. We are currently recruiting a Planning and Lands Clerk.

The successful applicant for this position will provide administrative support to the Planning and Development team –and to the Engineering department- through administrative duties. The Lands and Planning Clerk provides front line service to the public and works as a member of the Planning and Development team.

Qualifications include a high school diploma or equivalent, and courses in Office Administration or similar are preferred.

The following are considered assets: Ability to speak and write Inuktitut, knowledge of computer systems and software applications, administrative experience; excellent analytical skills; ability to work in a fast-paced and political environment; ability to deal with the pressures and expectations of the local business community and residents and a Valid Class 5 Driver's License.

You can view the entire job advertisement at:

<https://city.applytojob.com/apply/kNJ3fAssQ4/Planning-And-Lands-Clerk?source=Our%20Career%20Page%20Widget>

The City of Iqaluit embraces the intent and spirit of the Nunavut Land Claims Agreement. Priority will be given to Nunavut Inuit; candidates must clearly identify their eligibility in order to receive consideration under this agreement.

Only those selected to interview will be contacted.

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For additional information, please contact:

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