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Bilingual Gig Program Manager

- 10329
- Human Resources
- Toronto, Canada; Vaughan, Canada; Calgary, Canada; Edmonton, Canada; Fredericton, Canada; Halifax, Canada; Ottawa, Canada; Regina, Canada; St. John's, Canada; Vancouver, Canada; Victoria, Canada; Waterloo, Canada; Winnipeg, Canada
- Full-Time

Job Description

Overview

You've got big plans. We have opportunities to match, and we're committed to empowering you to become a better you, no matter what you do.

When you join KPMG you'll be one of over 227,000 professionals providing audit, tax, advisory and business enablement services across 146 countries.

With the support to do things differently, grow personally and professionally and bring your whole self to work, there's no limit to the impact you can make. Let's do this.

The Opportunity:

The Gig Program Manager will work as a member of the Contract Talent Team or "Gig Team " to execute the Advisory growth strategy by identifying and engaging with highly specialized gig/ contract workers in order to staff Advisory engagements, increase speed to market and provide market and competitive intelligence.

What you will do

- Conduct intakes, and consult with hiring managers to understand their resource requirements and ensure they are hiring for the appropriate skill sets to meet their needs
- Provide market knowledge of contractor availability and competitive rates
- Support and direct managers through the contingent workforce hiring processes from initial request, through contractor selection and onboarding, management of contractor and offboarding/expiry
- Fill contract resourcing needs within very tight timelines (either via KPMG pool, direct sourcing, or through distribution to agencies/third parties via the vendor management system (VMS))
- Screen vendor resumes, coordinate interviews and offer presentations
- Support the onboarding/offboarding efforts ensuring a positive end to end experience for contract talent
- Manage a shared email box by responding to inquiries or directing as appropriate
- Conduct training with managers and vendors on contingent workforce processes and use of the VMS
- Act as a first point of contact for all contractor related issues (performance, rate adjustments, contract amendments)
- Provide regular ad-hoc operational reports for managers on the recruitment process, key performance indicators and vendor effectiveness
- Assist in the ongoing development and documentation of contract talent processes

What you bring to the role

- Bilingualism in French and English
- Knowledge of the "gig" or "temp" workforce environment in Canada along with an understanding of the professional services sector

3+ years of experience in:

- Relationship management and providing guidance in contract recruitment and handling hiring manager expectations
- Recruitment, sourcing and talent pipelining experience
- Contract staffing, recruitment or managed service provider (MSP) management
- Working with a vendor management system (VMS)
- Strong ability and experience in prioritizing work based on requirements of multiple stakeholders
- Proven experience managing high volume requests in a fast-paced environment

Keys to your success:

- Excellent command of the English & French language, both written and verbal
- Professional telephone presence
- Strong presentation and interpersonal skills
- Ability to multi-task, solve problems and work in a fast-paced environment
- Self-starter who takes initiative to improve program and processes

[Learn more](#) about where a career at KPMG can take you.

Our Values, The KPMG Way

Integrity, we do what is right | **Excellence**, we never stop learning and improving | **Courage**, we think and act boldly | **Together**, we respect each other and draw strength from our differences | **For Better**, we do what matters

KPMG in Canada is a proud equal opportunities employer and we are committed to creating a respectful, inclusive and barrier-free workplace that allows all of our people to reach their full potential. A diverse workforce is key to our success and we believe in bringing your whole self to work. We welcome all qualified candidates to apply and hope you will choose KPMG in Canada as your employer of choice.

For general recruitment-related inquiries, please contact the HR Delivery Centre at cafmcndhrsthotline@kpmg.ca.

If you have a question about accessible employment at KPMG, or to begin a confidential conversation about your individual accessibility or accommodation needs through the recruitment process, we encourage you to contact us at cafmcndhrsthotline@kpmg.ca or phone: 416-777-8002 or toll free 1-888-466-4778.

Email cats@mcgill.ca for send your application directly to the recruiter.