



Human Resources Professional

Education:

University of Saskatchewan, University of Regina, SIIT, Saskatchewan Polytechnic

High School:

English Language Arts, Information Processing, Computer Science, Math, Chemistry

CAREER PROFILE >>

Human Resources Professional

Name: Rhonda Booth

Home Community: La Ronge, SK

Education: Business Administration Certificate, University of Saskatchewan and Accounting Diploma, Saskatchewan Polytechnic

Employer: Cameco Corp.

Details of the Job: The training department must ensure all site personnel are assigned the appropriate training required to do their job safely and accurately. In some areas, training must be developed and delivered to personnel working in the specialized areas of the mining process. This training must be developed within our corporate standards and meet regulatory compliance. Training taken at site or off site is recorded and reported through our learning management system. This allows us to run reports and ensure all the workers are up to date on their safety, health, radiation and quality training.

A Typical Day: Every day is unique, some days I'm booking trainers or classes to ensure workers have access to the required training or booking external companies to come to site to deliver training. I often work on updating training to make sure we reflect on changes in regulations and our operations. We perform audits on courses, trainers and departments to make sure all requirements are being achieved. Sometimes I'm building or updating training and other days I'm delivering that training. There are never two days alike!

About the Job: Being from Northern SK allows me to better understand my co-workers and helps me build a more robust training program around their needs and talents. It is satisfying to facilitate a safe working environment and help my fellow co-workers acquire the knowledge to advance their skill set.

Skills Needed: Excellent communication aptitude to develop training programs, Presentation skills allows you to deliver first-rate training, problem-solving abilities to adapt and develop resourceful solutions.

My Education Path: I have a Business Administration Certificate from the U of S and a Certificate in Adult and Continuing Education from the U of S.

It's time to explore >>

saskmining.ca

