

POSITION TITLE: HR Manager

BUSINESS: Corporate

HR MANAGER

This role is responsible for providing strategic leadership and internal consulting to designated sales client groups, adding-value to the bottom-line through HR knowledge/experience, application, and working on HR projects as needed.

RESPONSIBILITIES

- In partnership with the leadership team, support the client group's long-term and short-term objectives.
- Partner with client groups to identify and understand their needs to effectively communicate and execute national HR programs.
- Providing consultation on issues related to legal and procedural compliance, employee relations, workforce planning, talent and performance management, compensation, recruitment & selection and organizational development.
- Through knowledge transfer and coaching of the client group, increase the ability of business unit managers and staff and to resolve employee relations issues and change management more independently.
- Delivering coaching, guidance and support relevant to the needs of client groups in areas such as: workforce planning, talent management, leadership skills, and employee engagement.
- Partnering with client groups to improve HR practices, process decisions and programs. Assisting clients in building effective practices to meet business and employee needs in such areas as compensation and rewards, communication and health and safety.
- Working on national HR projects and programs: planning and implementing projects (timelines and milestones) for key initiatives, both regional and national in scope.
- Participating on industry/HR committees to seek out and implement 'best practices'

QUALIFICATIONS

- 5 - 7 years progressively responsible Human Resources experience, preferably as a generalist.
- Post secondary degree with concentration in business/Human Resources and CHRP designation and equivalent work experience required.
- Demonstrated interpersonal and communication skills to effectively deal with multiple stakeholders and confidential/sensitive information.
- Proven ability to dialogue effectively, influence, and build strong client relationships with senior executives.
- Sound analytical, problem solving and negotiation skills with an ability to understand broad Human Resource issues and resolve conflict situations in a diplomatic manner.
- Results orientation.
- Highly organized with the ability to multi-task.
- Excellent facilitation/presentation skills.
- Computer literacy with MS Office applications (Word, Excel)
- Experience supporting sales client groups considered an asset