

ISPI Michigan Chapter
Job Bank
Job Description Form

Company: PDA Search

Location: Schenectady, NY area, relocation provided

Job Title: Human Resources Manager

Contact Person:

If interested, please send your resume in Word (.doc) format to: jobs@pdasearch.net. Please reference job number 1097 in subject line when submitting resumes

Type of Position: Full-time

Company: Division of \$10B Global Industrial Company

Compensation: \$90-95K plus incentive

General Description:

- Reporting to Division President, this position will be a strategic business partner to internal clients in the areas of talent review, performance management, recruiting, coaching, mentoring, policies and procedures, organization structure, leadership, strategy, benefits, employee surveys and HR metrics. ***This is a strong opportunity to join a progressive and rapidly growing company with global operations.***

Requirements:

- HR generalist with five years of progressive experience along with at least two years of talent development, preferably in a manufacturing environment in a company with a progressive and strategic HR program
- Reporting to Division President, this position will be a strategic business partner to internal clients in the areas of talent review, performance management, recruiting, coaching, mentoring, policies and procedures, organization structure, leadership, strategy, benefits, employee surveys and HR metrics
- An HR generalist with a more recent advanced degree in OD, I/O or similar area would be preferred. Global experience a plus.
- Individual must be upwardly mobile and ready to move up within this company in two years, including a geographical move, with advancement preferably on the talent development side***

Competencies:

- Process oriented and able to develop employees as well as coach senior executives, push back when needed and work with a highly technical workforce