

Human Resources Manager – Lindenhurst, NY

We are looking for an HR manager to oversee all aspects of human resources practices and processes. What is an HR manager? To us, an HR manager is the go-to person for all employee-related issues. This means that your HR manager duties will involve managing activities such as job design, recruitment, employee relations, performance management, training & development and talent management. The job of HR manager is important to business success. People are our most important asset and you'll be the one to ensure we have a happy and productive workplace where everyone works to realize our established mission and objectives. Promoting corporate values and shaping a positive culture is a vital aspect of a complete HR manager job description and specification.

Responsibilities

- Develop and implement HR strategies and initiatives aligned with the overall business strategy
- Bridge management and employee relations by addressing demands, grievances or other issues
- Manage the recruitment and selection process
- Support current and future business needs through the development, engagement, motivation and preservation of human capital
- Develop and monitor overall HR strategies, systems, tactics and procedures across the organization
- Nurture a positive working environment
- Oversee and manage a performance appraisal system that drives high performance
- Maintain pay plan and benefits program
- Assess training needs to apply and monitor training programs
- Report to management and provide decision support through HR metrics
- Ensure legal compliance throughout human resource management

Skills

- Proven working experience as HR manager or other HR executive
- People oriented and results driven
- Demonstrable experience with human resources metrics
- Knowledge of HR systems and databases
- Ability to architect strategy along with leadership skills
- Excellent active listening, negotiation and presentation skills
- Competence to build and effectively manage interpersonal relationships at all levels of the company
- In-depth knowledge of labor law and HR best practices
- Degree in Human Resources or related field

If interested, please email Michael Ippolito at MIPPOLITO65@LIVE.COM with Resume and Cover Letter. Salary based on experience.