

Human Resources Business Partner

Compass Workforce Solutions (CWS) is an award winning Human Resource Consulting firm dedicated to providing Human Resources expertise and resources to meet the needs of small businesses located in NYC, Long Island, and NJ.

Compass Workforce Solutions, is seeking an HR Business Partner to provide Human Resources consulting and support services to our client companies. We love going to work and so could you!

HR Business Partners will provide consultation services on site and/or remotely to clients in the NYC, Long Island, and NJ area including: applicable employment legislation and regulations on the Federal, State and local level; employee record requirements and record retention; employee relations issues and employee communications based on client industry, location and employee population. HR Business Partners may also represent CWS at business meetings and events.

This position requires the ability to travel on a regular basis to client locations, client or team meetings, and events within the NYC, Long Island, and NJ area.

Qualified candidates will have a Bachelor's Degree or equivalent in a related field; a minimum of 8 years related experience in Human Resources and responsibilities involving communication to leadership teams and employees; strong communication and presentation skills; be proficient in the use of Microsoft Office Suite, Adobe Acrobat, HRIS and payroll systems, social media such as LinkedIn; and must have reliable transportation and a clean driving record. Preference will be given to those with a current PHR, SPHR, SHRM-CP or SHRM-SCP or equivalent certification.

Compensation & Benefits: CWS provides competitive compensation, assistance with establishing a home office, reimbursement and opportunities for professional development including a professional membership, group health benefits, 401k retirement savings plan with company contribution, AFLAC, enhanced disability insurance, an employee assistance program (EAP), statutory benefits, the ability to telecommute, and work flexible hours.

To apply: Provide cover letter, compensation requirements, and resume to careers@compasswfs.com

For additional information on CWS, visit our Web site at www.compasswfs.com

CWS is an Equal Employment Opportunity Employer. We encourage veterans, seasoned professionals, and those returning to the workforce from unemployment or planned breaks to apply.