

Human Resource Manager

The ideal candidate will support the full scope of Human Resources responsibilities and partner with the organization on strategic initiatives. They will maintain and enhance the organization's human resources by planning, implementing, and evaluating human resources policies, programs, and practices.

Responsibilities Recruit , hire, train and Onboard new employees Manage and administer bi-weekly payroll Manage benefits , Workers Comp, FMLA, COBRA Compliance/handbook updates Qualifications Bachelor's degree or relevant experience, SHRM and/or HRCI certifications preferred Payroll experience required, PAYCOR experience preferred 5+ years' experience in Human Resources-strong generalist background Strong recruiting and demonstrated ability to improve talent acquisition strategies Demonstrated expertise training managers and employees Strong organizational, critical thinking and communications skills

Attention to detail and good judgement Apply online at: www.paarlo.com under "about us"



Paarlo Plastics, Inc.