



<https://baymarsolutions.com/job-openings/senior-human-resources-generalist/>

Senior Human Resources Generalist

Description

Baymar Solutions has a client in the Tampa area (33634) searching for an on-site Senior HR Generalist, or HR Manager.

This person will have no direct reports, but will need to demonstrate a senior-level or leadership history in their Human Resources experience.

Our client is a leading aerospace manufacturer and machining shop, with customers in the Defense industry. **A U.S. Citizenship is required for this position as a result.**

This role can be either a Contract-to-Hire role (13 weeks) or can be a Direct Hire position.

This position will be subject to a 10 year background check, drug screening, and credit check.

Responsibilities

- Primarily this role will focus on Talent Acquisition for the organization, with the assistance of senior leadership until the responsibilities can be carried out autonomously
- In addition, HR Generalist responsibilities will include benefits administration, leave, payroll, creation and updating of company policies and practices, assisting in employee relations incidents, administering performance reviews and/or conflict resolution, and increasing employee engagement.

Qualifications

- Our client will be looking for excellent verbal and written skills, to be demonstrated in a writing sample.
- Excellent interpersonal skills and a high level of emotional intelligence will be needed in this role.
- Technical proficiencies in ATS, HRIS, or CRM systems required; Microsoft or Office 365 proficiency at a high level is required.
- A SHRM-CP or PHR is preferred, but not required.
- A four year degree is highly preferred, but can be waived for commensurate experience.
- Integrity, professionalism, business communication, and ability to work with a high level of confidentiality is needed in this role
- For more information on this position, please submit request here: <https://www.surveymonkey.com/r/ZYHM73D>

Job Benefits

- Benefits start on the 1st of the following month after you convert to a full-time employee.

Hiring organization

Baymar Solutions

Employment Type

Full-time

Job Location

33634

Base Salary

\$ 60,000 - \$ 90,000

Valid through

30.01.2024

Industry

Manufacturing

- STD, LTD, and dental are optional at your expense.
- Eligible for their 401k after 12 months, they match 50% of your contribution, up to 6% of your income
- Paid Basic Life Insurance (equal to 1x your annual salary)

Date posted

November 2, 2023