



Human
Resource
Partners

CUSTOMIZED HR SOLUTIONS

HR GENERALIST (Flexible Schedule)

Are you looking for a better work-life balance? Do you get excited by the idea of helping more than one business grow and succeed by sharing your HR knowledge? If so then consulting could be for you.

Human Resource Partners (HRP) is seeking a part-time HR professional who can apply their expertise and engage with a diverse client base as a trusted adviser and business partner. Did you know we are the largest HR outsourcing and Business Operations firm in NH? Check us out: www.h-rpartners.com

❖ Our clients use HRP for their many HR needs including the areas listed below:

- Federal and state compliance
- Employee performance
- Management + employee coaching
- Compensation plan development and management
- Benefits support
- Training development and delivery
- Recruiting support
- Employee data management – paper and system based

Some work is done on site with a client and some work is done remotely

❖ What are we asking of you?

- Ability to quickly build rapport and trust with client and staff at all levels
- Detail orientation is a must to ensure quality deliverables
- Demonstrated ability of coaching and influencing managers on HR related matters
- Strong organizational skills, high sense of urgency and ability to successfully to multi-task
- Self-motivated and ability to work both independently and collaboratively
- Minimum 8 years HR Generalist
- Bachelor's degree in business, psychology or human resources management plus professional HR certification, PHR or SPHR preferred
- Intermediate level proficiency with Microsoft Office Suite
- Ability to drive to client locations throughout mid-southern NH, southern ME and Northern MA

If you want to join our growing team we want to hear from you so please forward resume and salary requirements to recruiting@h-rpartners.com! Learn more about Human Resource Partners at www.h-rpartners.com No phone calls or agencies please.

EOE