

Human Resource Generalist

담당 업무

Works closely with management with management in the implementation of corporate policies related to human relations, organizational and employee development at the business unit or division level. Consults with employees and managers to address root causes of human resources issues, attempting to resolve employee relations issues with a systematic approach.

Participates in company-wide programs and initiatives. Assists senior management in the development of solutions through organizational development and cultural and process-oriented perspectives. Key skills and abilities include coaching, influencing, facilitation, presentation, communication, process development, analysis and problem solving. Working knowledge of HR law, EEOC, AAP, policy interpretation.

HOW YOU WILL MAKE AN IMPACT

- Will assist in the formulation of compensation objectives, manpower goals, personnel policies and procedures.
- Advanced knowledge of preparing and delivering presentations; excellent written capabilities
- Ability to analyze and interpret policy and make sound recommendations to business.
- Guides employees and superiors in employee relations conflict resolution (i.e. absenteeism management, working schedules coordination, performance improvement action planning)
- Manage the over all recruiting process and out reach for both salaried and hourly roles within the facility.
- Aid in the transformation of the Norfolk plant to the employer of choice in the area.
- Manage the HR department when the HR Manager is out of the plant.

지원자 프로필

WHAT YOU BRING TO THE ROLE

- Bachelor's degree in Human Resources or a related field
- 2+ years of relevant experience in Human Resources
- Demonstrated ability to proactively manage HR-related activities
- Strong written and verbal communication skills
- Proven experience in recruiting and talent acquisition

ADDITIONAL WAYS TO STAND OUT

- 5+ years of relevant experience in Human Resources

Legal authorization to work in the U.S. is required. We will not sponsor individuals for employment visas now or in the future for this job posting.



직무-아이디
REF87448M

모집 분야
인사

지사
Norfolk

리더십 레벨
Leading Self

근무 유형
Onsite Job

법률 고지
ContiTech USA, Inc.

No Relocation provided for this role

채우 조건

THE PERKS

- Immediate Benefits
- Paid Time Off
- Tuition & Employee Discounts
- Annual Bonus
- Employer 401(k) Match

And more benefits that come with working for a global industry leader!

All your information will be kept confidential according to EEO guidelines.

EEO-Statement:

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기업 소개

Continental develops pioneering technologies and services for sustainable and connected mobility of people and their goods. Founded

in 1871, the technology company offers safe, efficient, intelligent and affordable solutions for vehicles, machines, traffic and transportation. In 2024, Continental generated sales of €39.7 billion and currently employs around 190,000 people in 55 countries and markets.

Guided by the vision of being the customer's first choice for material-driven solutions, the ContiTech group sector focuses on development competence and material expertise for products and systems made of rubber, plastics, metal, and fabrics. These can also be equipped with electronic components in order to optimize them functionally for individual services. ContiTech's industrial growth areas are primarily in the areas of energy, agriculture, construction, and surfaces. In addition, ContiTech serves the automotive and transportation industries as well as rail transport.