



**SEGUE
SOLUTIONS**

Career Strategy January 2015 Opportunities

My Career Strategy Meeting Information

<http://is.gd/seeyouthere>

PIHRA Career Center

<http://is.gd/pihracareercenter>

PIHRA District 6

<http://is.gd/SouthBay>

My Career Strategy Email



Segue@Propster.com

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December 2014 United States 5.6%		Unemployment Rates		December 2014 Los Angeles County 7.9%
<p align="center"> Holland Code (RIASEC) Career Interests vis-à-vis Myers-Briggs Types (MBTI)¹ <u>By Dr. A. J. Drenth</u> </p> <p> The Holland Code/Inventory is one of the most helpful career interest tests/tools available. It includes six interest themes described by John Holland and the Strong Interest Inventory. These include the Realistic (R), Investigative (I), Artistic (A), Social (S), Enterprising (E), and Conventional (C) domains, or “RIASEC” for short. After identifying your preferred interest domains, these letters can be combined in a way similar to the Myers-Briggs personality types to form a multi-letter “Holland Code” (e.g., AIS, SIA, IRA). This can help individuals identify their best career match. </p> <p> Holland Realistic (R) Interests <ul style="list-style-type: none"> ▪ Top Realistic Personality Types: ISTP, <u>ESTP</u>, ISFP ▪ Representative Careers: construction, mechanic ▪ Associated Myers-Briggs Preferences: S, T and P ▪ Associated Functions: Se, Ti <p> Individuals with Realistic interests enjoy physical, hands-on work, often involving machines (e.g., repairing vehicles, tinkering with computers, construction). They may take up careers in technology, carpentry, and other trades. They are often visual or kinesthetic learners with strong spatial-temporal reasoning abilities. They commonly do well with reading schematic charts and diagrams, as well as envisioning and mentally rotating three-dimensional objects. </p> <p> Holland Realistics often enjoy working with “things” more than people. It is therefore unsurprising that this interest domain is correlated with a preference for Thinking over Feeling. Sensors and Perceivers are also somewhat more inclined toward Realistic work than Intuitives or Judgers. With regard to the Myers-Briggs functions, <u>Extraverted Sensing (Se)</u> and <u>Introverted Thinking (Ti)</u> are the functions most aligned with Realistic work, making ESTPs and ISTPs the top personality types for this domain. </p> <p> Holland Investigative (I) Interests <ul style="list-style-type: none"> ▪ Top Investigative Personality Types: INTP, INTJ, ENTP, ENTJ ▪ Representative Careers: science, philosophy ▪ Associated Preferences: N, T <p> The Investigative Holland domain incorporates analytic, scientific, and academic interests. Investigative types enjoy working with ideas, theories, and facts. They generally perform well on the mathematics portion of aptitude tests. As we saw in the Realistic domain, Thinkers outnumber Feelers when it comes to Investigative interests. </p> <p> Those interested in investigating “things” will generally have a Holland/ RIASEC code of IR (Investigative-Realistic). They may study mathematics, the physical sciences, technology, </p> </p></p>				

¹ <http://personalityjunkie.com/holland-code-riasec-career-interests-myers-briggs-types/>

engineering, computer science, etc. Those with more “life” or people-oriented investigative interests will have a Holland/ RIASEC code of IS, IA (or ISA, IAS). They may shy away from the hard sciences (e.g., physics, chemistry, etc.) in favor of life (e.g., biology), health, or social sciences (history, economics, psychology, sociology, geography, anthropology, political science, etc.). Those with IA interests are often intrigued by psychological or sociocultural issues and commonly study the social sciences, philosophy, critical theory, theology, or take up non-fiction writing.

Investigatives also tend to prefer Myers-Briggs Intuition over Sensing. NTJ types are often better suited for formal academic or scientific work than NTP types are. This can be understood according to the differences between [Extraverted Thinking \(Te\)](#) and Introverted Thinking (Ti). NTP types often prefer more independent and less formal modes of investigation (see this INTP career page for examples). They are generally better suited to function as critics of science than they are as professional scientists. As we’ve seen, Ti can also be associated with Realistic interests, since it seems to involve more fluid than crystallized intelligence.

Holland Artistic (A) Interests

- Top Artistic Personality Types: INFP, INFJ, ENFP, ENFJ, ISFP
- Representative Careers: writer/novelist, poet and actor
- Associated Preferences: N, F, P

In concert with Investigatives, those with Holland Artistic interests often have an intellectual or cultural orientation. They generally excel on the verbal portion of aptitude tests, while displaying unconventional and careers. Many Artistic careers such as painting, dancing, sculpting, and design entail some Realistic elements, earning them a Holland/RIASEC code of AR. Artistic-Investigatives (AI) may function as writers or academics in the humanities. Those with an AS code may enjoy teaching art, music, literature, or languages.

The Artistic domain strongly correlates with Myers-Briggs Intuition and Feeling, and to a lesser extent, with Perceiving. Intuitive Artisticals are at their best when working with creative ideas, such as in writing or poetry, whereas Artistic Sensing types excel when it comes to concrete, sensory work (Se).

Holland Social (S) Interests

- Top Social Personality Types: ENFP, ENFJ, ESFP, ESFJ, ISFJ, ISFP
- Representative Careers: teaching, healthcare, clergy
- Associated Preferences: E, F

Individuals in the Social interest domain enjoy working with people. This domain is often conceived as the conceptual opposite of the Realistic domain, although some individuals may enjoy working with both people and things. Social interests are common among teachers, healthcare workers, clergy, trainers, and caretakers, to name a few. The Social domain relates to preferences for Myers-Briggs Extraversion and Feeling. Intuitive Socials often have a Holland/RIASEC code of SA and may enjoy careers such counseling (SAI), psychology (SIA), ministry (SA), or various types of non-profit work. Sensing Socials can be well-suited for healthcare (SRI) or childcare (SR).

Holland Enterprising (E) Interests

- Top Enterprising Personality Types: ENTJ, ESTJ, ESTP, ESFP, ENFP, ENFJ
- Representative Careers: sales/marketing, business, politics, journalism
- Associated Preferences: E

The Holland Enterprising domain entails the promotion of products, ideas, or services. Such individuals tend to be persuasive, assertive, and outgoing. Typical Enterprising careers include sales and marketing, business and management, politics, journalism, and stock trading. Enterprising individuals often prefer Myers-Briggs Extraversion. Enterprising types with Extraverted Intuition (Ne) are often drawn to [entrepreneurship](#), journalism, and marketing, thus showing some overlap with the Artistic domain. Those with Extraverted Thinking (Te) are often drawn to upper-level leadership and management. ESTPs or ESFPs may fill any number of roles in the business world.

Holland Conventional (C) Interests

- Top Conventional Personality Types: ISTJ, ISFJ, ESTJ
- Representative Careers: administrative work
- Associated Preferences: S, T and J
- Associated Functions: Si, Te

Individuals with Conventional interests enjoy administrative work. They are organized, detail-oriented, and do well with manipulating data. Examples of Conventional careers include accounting, filing, bookkeeping, secretarial and administrative work, banking, proofreading, data entry, and payroll. Those in this Holland domain often prefer Myers-Briggs Sensing, Thinking, and/or Judging. This domain can also be linked with the [Introverted Sensing \(Si\)](#) and Extraverted Thinking (Te) functions.

Summary of Holland/RIASEC and Myers-Briggs Correlations

- Realistic: S, T, P; Se, Ti
- Investigative: N, T
- Artistic: N, F, P
- Social: E, F
- Enterprising: E
- Conventional: S, T, J; Si, Te

Extra

Here is how different MBTI types are distributed into the population:

- | | | | |
|--------------|-------------|-------------|-------------|
| ▪ ISFJ 13.8% | ▪ ESTJ 8.7% | ▪ INFP 4.4% | ▪ ENFJ 2.5% |
| ▪ ESFJ 12.3% | ▪ ESFP 8.5% | ▪ ESTP 4.3% | ▪ INTJ 2.1% |
| ▪ ISTJ 11.6% | ▪ ENFP 8.1% | ▪ INTP 3.3% | ▪ ENTJ 1.8% |
| ▪ ISFP 8.8% | ▪ ISTP 5.4% | ▪ ENTP 3.2% | ▪ INFJ 1.5% |

Data source: "MBTI Manual"



<http://hr.pihra.associationcareernetwork.com/Common/HomePage.aspx>

Jobs Posted January 21st

Human Resource Manager

Sysco - Fremont, CA

Upgrade your career today with an exciting new opportunity with Sysco Foods in Fremont, CA. We offer competitive pay, bonus potential, 401k matching, stock options and great benefits. [more info...](#)

Talent Acquisition & Development Manager

Southern Wine & Spirits - Cerritos, CA

The Talent Acquisition & Development Manager (TADM) is responsible for managing the CA recruiting and talent management programs to include the implementation, and embedding of all processes, which enable The Employee Life Cycle. The TADM works closely with the DTA and the corporate talent management team to integrate the organizational design necessary to acquire, attract, assess, select, and develop internal and external talent to support the business needs. [more info...](#)

Employee Relations Specialist

250 - San Jose, CA

The Opportunity. Position Title: Employee Relations Location: San Jose, CA Position Summary: This Employee Relations Specialist is to assist in the site management on a range of HR and Payroll operational activities that include full cycle recruitment, performance management, employee relations, investigations, payroll, and on boarding. [more info...](#)

Human Resources Generalist - Bilingual Chinese

Forest Lawn - Glendale, CA

Forest Lawn Memorial Parks & Mortuaries, a well-established and reputable organization is seeking a Bilingual, Chinese speaking Employee Relations Representative to administer, coordinate, and participate in a wide variety of Human Resources functions including employee relations, training and communications. [more info...](#)

Human Resources Manager

Forest Lawn - Glendale, CA

Forest Lawn Memorial Parks & Mortuaries, a well-established and reputable organization is seeking a Human Resources Manager to oversee a variety of areas including recruiting, new hire on-boarding, training and development, performance management, regulatory and policy compliance for our 11 Southern California locations. [more info...](#)

Human Resources Director

BAMKO Inc. - Los Angeles, CA

BAMKO is a global sourcing company with 8 offices and 150 employees in Brazil, China, India, UK and the United States. With a client roster of over 300 customers and have achieved growth and profitability in each of the last 15 years. We are looking for a candidate with core strengths in HR strategy, employee relations, training, employee development, recruiting, and employment labor law. This person will be based out of the Los Angeles headquarters and will report directly to the CEO. [more info...](#)

Jobs Posted January 21st

Senior Benefits Consultant

Trinet - Irvine, CA

Deliver exceptional, cost effective human capital services meeting TriNets best practice standards and client contractual specifications while achieving service quality, client retention targets. Human Capital Consultants help TriNet customers maximize the value of their investment in people by providing human capital services under the supervision of a Director, Human Capital Consulting. [more info...](#)

Director of Human Resources

Pacific Grove Hospital - Riverside, CA

Directly responsible for the overall administration, coordination, and evaluation of the Human Resources function. Duties include formulating policies and procedures for the Human Resources Department and recommending policies and practices to senior management. [more info...](#)

Human Resources Manager

First Class Vending Inc. - Bell Gardens-Los Angeles Area, CA

First Class Vending is the leading independently owned Vending Service Provider serving Southern California and Southern Nevada. First Class Vending has built a solid team of professional operations managers, technicians, route drivers, client relations representatives and marketers that share one common goal: Superior Customer Service. Combined with innovative technology and more product variety, First Class Vending clearly separates itself from other companies in the marketplace. [more info...](#)

HR Business Partner

Ares Management - Los Angeles, CA

New job posting: HR Business Partner Ares Management is currently searching for a highly motivated, detail oriented team player to join as an HR Business Partner on our HR team. This professional will sit at our corporate headquarters in Century City. Please see job listing attached for further details. [more info...](#)

Employment & HRIS Manager

Pomona College - Claremont, CA

Pomona College is looking for an Employment & HRIS Manager to work in the office of Human Resources. The Employment & HRIS Manager will provide systems planning, support, and development for the Human Resources Department. This position emphasizes focus on database management and configuration, security access protocols, technical solutions, compensation management, institutional reporting, HR metrics and HR project management as well as managing the employment/recruitment process and workflow. [more info...](#)

Employee & Organizational Development Consultant

California Institute of Technology - Pasadena, CA

Reporting to the Director of Employee & Organizational Development, this position serves as an advisor and counselor to all levels of personnel and management concerning a variety of work related issues, while ensuring that employees and management are able to express concerns and seek resolution in a manner that is respectful and productive for all those concerned. [more info...](#)

Employee & Labor Relations Manager

Pomona College - Claremont, CA

The Employee & Labor Relations Manager will provide support to the College in the areas of contract administration, grievances, discipline, and performance management for Pomona College. The Employee & Labor Relations Manager

will work closely with local bargaining unit representatives to advance a harmonious and respectful working relationship. [more info...](#)

Senior Associate, Client Services

Trinet - San Leandro, CA

The Senior Client Services Associate (Senior CSA) is responsible for identifying, creating, and managing business relationships to develop solutions which effectively meet customers' requirements through service delivery. The Senior CSA will be accountable for developing deep knowledge of and business relationships with the assigned customers, and ensure integrated and aligned TriNet services with business objectives. [more info...](#)

Senior Employee Relations Consultant

Trinet - Irvine, CA

The Senior Employee Relations Consultant will deliver exceptional, cost effective human capital services meeting TriNets best practice standards and client contractual specifications while achieving service quality targets. The Senior Employee Relations Consultant will help TriNet customers minimize their employee relations risk by providing timely and thorough workplace investigations and other employee relations support under the supervision of a Human Capital Consulting Director. [more info...](#)

Client HR Manager (Senior Human Capital Consultant)

Trinet - Phoenix, AZ

The Senior Human Capital Consultant will deliver exceptional, cost effective human capital services meeting TriNets best practice standards and client contractual specifications while achieving service quality, strategic service and client retention targets. Senior Human Capital Consultants help TriNet customers maximize the value of their investment in people by providing human capital services under the supervision of a Human Capital Director. [more info...](#)

Client Services Associate

Trinet - San Diego, CA

We're adding a Client HR Manager to our team. Its got to be an experienced HR professional with three or more years of HR experience, a good understanding of HR management, compliance and employee relations issues who loves developing strong, expertise-based client relationships. TriNet partners with more than 8,800 clients and 230,000 employees. We've been on the Inc. 5005000, a list of the fastest-growing privately-held U.S. companies for six consecutive years. [more info...](#)

Jobs Posted December 17th 2014

Senior Benefits Consultant

Trinet - Irvine, CA

Deliver exceptional, cost effective human capital services meeting TriNets best practice standards and client contractual specifications while achieving service quality, client retention targets. Human Capital Consultants help TriNet customers maximize the value of their investment in people by providing human capital services under the supervision of a Director, Human Capital Consulting. [more info...](#)

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Client Services Associate

Trinet - San Diego, CA

We're adding a Client HR Manager to our team. It's got to be an experienced HR professional with three or more years of HR experience, a good understanding of HR management, compliance and employee relations issues who loves developing strong, expertise-based client relationships. TriNet partners with more than 8,800 clients and 230,000 employees. We've been on the Inc. 5005000, a list of the fastest-growing privately-held U.S. companies for six consecutive years. [more info...](#)

Client HR Manager (Senior Human Capital Consultant)

Trinet - Phoenix, AZ

The Senior Human Capital Consultant will deliver exceptional, cost effective human capital services meeting TriNet's best practice standards and client contractual specifications while achieving service quality, strategic service and client retention targets. Senior Human Capital Consultants help TriNet customers maximize the value of their investment in people by providing human capital services under the supervision of a Human Capital Director. [more info...](#)

Senior Employee Relations Consultant

Trinet - Irvine, CA

The Senior Employee Relations Consultant will deliver exceptional, cost effective human capital services meeting TriNet's best practice standards and client contractual specifications while achieving service quality targets. The Senior Employee Relations Consultant will help TriNet customers minimize their employee relations risk by providing timely and thorough workplace investigations and other employee relations support under the supervision of a Human Capital Consulting Director. [more info...](#)

HR Manager

Vicenti, Lloyd & Stutzman - Glendora, CA

Vicenti, Lloyd & Stutzman, a regional accounting firm in Glendora, CA, is seeking a part-time HR Manager to be responsible for coordinating, directing, and managing the day-to-day operations of the human resources department. [more info...](#)

Human Resources Generalist/ Benefits

Goodwill of Orange County - Santa Ana, CA

Seeking an HR Generalist that will assist in administering a variety of functions to support the activities of the Human Resources Department including company's leave of absence, interactive process, ADA, fit for duty, benefits programs and retirement/thrift plan. Support employee relations issues, grievance resolution, unemployment processing/hearings/appeals including Human Resources Information System (HRIS). [more info...](#)

Human Capital Management Administrator /Human Resources/ Recruiting

Golden State Water Company - San Dimas, CA

The Human Capital Administrator provides analytical and technical support to the Human Capital team in pursuit of HRIS initiatives and other HR-related responsibilities. This includes, but is not limited to: Maintaining quality and consistency of HRIS database information; providing HRIS technical support to Human Capital and other staff; serving as liaison among HRIS, Benefits, Human Capital, Recruitment, Payroll, Finance and IT Configuration areas. [more info...](#)

Director of Human Resources

CPS HR Consulting - Martinez, CA

Contra Costa County, CA Director of Human Resources Salary Range: \$159,155 to \$175,468 DOQApplication Deadline:

Monday, January 5, 2015To be considered for this exceptional career opportunity, submit resume, cover letter with current salary, and six work-related references: Stuart SatowCPS HR Consulting241 Lathrop WaySacramento, CA 95815Ph: 916-263-1401Fx: 916-561-7205Email: resumes@cpsshr.usTo view a recruitment brochure for this position visit: [more info...](#)

Human Resource Manager

Sysco - Fremont, CA

Upgrade your career today with an exciting new opportunity with Sysco Foods in Fremont, CA. We offer competitive pay, bonus potential, 401k matching, stock options and great benefits. [more info...](#)

Human Resources Manager

First Class Vending Inc. - Bell Gardens-Los Angeles Area, CA

First Class Vending is the leading independently owned Vending Service Provider serving Southern California and Southern Nevada. First Class Vending has built a solid team of professional operations managers, technicians, route drivers, client relations representatives and marketers that share one common goal: Superior Customer Service. Combined with innovative technology and more product variety, First Class Vending clearly separates itself from other companies in the marketplace. [more info...](#)

[View more jobs at the PIHRA Career Center](#)

Training Specialist

Are you an experienced trainer who's ready for the next step-up in your career???

If so, we're growing again, and looking for an exceptional person, who can bring an immediate, positive impact to the HR Team at our Corporate Headquarters in the Carson/Compton area.

Our strategic plan is to create and maintain a culture of success, in which we'll train and develop our employees, so they can be the very best at what they do for us every day. The candidate selected for this rare opportunity will have high visibility, and will help us shape our future.

Key Responsibilities:

- Direct the development of a comprehensive training strategy, methodology, programs and curriculum for management opportunity, employee development and technical training
- Develop a means of measuring the effectiveness of training programs through testing, evaluations, etc.
- Collaborate with Department Managers to design appropriate training curriculum and needs assessments for professional and technical positions within the organization
- Create leadership training curriculum Work as an HR team member in defining individual employee development plans for supervisors and managers by evaluating capabilities and implementing effective solutions
- Develop, write and coordinate training materials
- Track training
- Maintain a database detailing employee training dates, types of training, qualification and recertification dates
- Research, apply for and manage training grants and reimbursement process
- Administer tuition reimbursement process with Human Resources
- Create Employee Orientation and Team Building initiatives to meet current and future organizational
- May require travel 10%-20%

- Perform other duties, as assigned

Minimum Qualifications:

- Minimum 2 years of corporate-level training experience
- Proficiency with Microsoft Office suite of software programs
- HRIS database experience; preferably ADP's WorkForceNow
- Outstanding interpersonal skills
- Excellent verbal and written communication skills
- PHR/SPHR certification preferred
- Retail environment experience preferred
- Automotive Experience preferred but not required
- Proven ability to be an active, contributing HR team member
- 4-year degree preferred; minimum 2-years of college required

TransAmerican Auto Parts ("TAP Worldwide"; aka 4WheelParts.com and others) is the leader in the off-road automotive aftermarket. That means we have a thing for trucks, Jeeps, and anything else that can climb, crawl, jump, or race through the dirt. We operate in 18 states, and 4 Canadian provinces, with 67 retail stores, 5 U.S. distribution centers, and nearly 1500 of the best employees in our industry.

This job will offer a wide range of benefits, including: medical, dental & vision insurance; 401(k) Plan; paid holidays; paid vacation; paid sick time; employee purchase program; and many other perks.

When you work with us, you'll be challenged – and rewarded!

To apply:

1. Send your resume to: park@4wheelparts.com
2. Tell us your salary history and current salary requirements (**NOTE: Resumes received without a salary history may not be considered.**)

To learn more about us, visit: www.4wheelparts.com and www.transamericanautoparts.com

Transamerican Auto Parts is an equal opportunity employer, and is proud of our diverse employee population. Employment offers include a requirement for successful completion of a background investigation, and pre-employment drug screening. We use E-Verify to determine employment eligibility for all new employees. E-Verify is a joint effort among employers, the U.S. Social Security Administration ("SSA") and U.S. Department of Homeland Security ("DHS").

Talent Acquisition / Staffing Manager

Are you a top-notch talent acquisition specialist who's ready for the next step-up in your career???

If so, we're growing again, and looking for an exceptional person, who can bring an immediate, positive impact to the HR Team at our Corporate Headquarters in the Carson/Compton area.

Our strategic plan is to create and maintain a culture of success, in which we'll recruit, train and develop "A" Players to be our employees. The candidate selected for this rare opportunity will have high visibility, and will have a direct role in helping us shape our future.

Key Responsibilities:

- Direct the development of a comprehensive recruitment strategy and methodology

- Develop a means of measuring the effectiveness of recruitment efforts through detailed metrics, analytics and internal “customer” satisfaction surveys
- Collaborate with Department Managers to design appropriate job descriptions and job postings
- Negotiate and manage job board contracts and pricing
- Develop and maintain all job postings on multiple platforms, including job boards; social media; and LinkedIn and other recruiting sources
- Conduct direct recruitment for senior-level and executive management positions
- Develop, write and coordinate onboarding program for new hires
- Maintain a database detailing all recruitment-related metrics and analytics
- Lead recruitment efforts at each new retail store location, prior to store opening
- Travel requirement: approximately 20%
- Perform other duties, as assigned

Minimum Qualifications:

- Minimum 2 years of talent acquisition experience
- Proficiency with Microsoft Office suite of software programs
- HRIS database experience; preferably ADP’s WorkForceNow
- Outstanding interpersonal skills
- Excellent verbal and written communication skills
- PHR/SPHR certification preferred
- Retail environment experience preferred
- Automotive Experience preferred but not required
- Proven ability to be an active, contributing HR team member
- 4-year degree preferred; minimum 2-years of college required

TransAmerican Auto Parts (“TAP Worldwide”; aka 4WheelParts.com and others) is the leader in the off-road automotive aftermarket. That means we have a thing for trucks, Jeeps, and anything else that can climb, crawl, jump, or race through the dirt. We operate in 18 states, and 4 Canadian provinces, with 67 retail stores, 5 U.S. distribution centers, and nearly 1500 of the best employees in our industry.

This job will offer a wide range of benefits, including: medical, dental & vision insurance; 401(k) Plan; paid holidays; paid vacation; paid sick time; employee purchase program; and many other perks.

When you work with us, you’ll be challenged – and rewarded!

To apply:

1. Send your resume to: park@4wheelparts.com
2. Tell us your salary history and current salary requirements (NOTE: Resumes received without a salary history may not be considered).

To learn more about us, visit: www.4wheelparts.com and www.transamericanautoparts.com
TransAmerican Auto Parts is an equal opportunity employer, and is proud of our diverse employee population. Employment offers include a requirement for successful completion of a background investigation, and pre-employment drug screening. We use E-Verify to determine employment eligibility for all new employees. E-Verify is a joint effort among employers, the U.S. Social Security Administration (“SSA”) and U.S. Department of Homeland Security (“DHS”).



The SHRM Job Board also has local opportunities at
http://jobs.shrm.org/home/index.cfm?site_id=1612



Sr. Human Resources Manager
VXI Global Solutions, LLC
Greater Los Angeles Area

[View job »](#)



HR Consultant
BBSI
Greater Los Angeles Area

[View job »](#)



Director of Human Resources
Teledyne Scientific & Imaging
Greater Los Angeles Area

[View job »](#)



VP Human Resources
Haggen, Inc.
Greater Los Angeles Area

[View job »](#)



Client HR Generalist - Human Capital Consultant
TriNet
Greater Los Angeles Area

[View job »](#)



HR Manager, Employee Relations and Benefits
American Career College
Greater Los Angeles Area

[View job »](#)



Human Resources Business Partner
beeline Group (Fashion Accessories)
Greater Los Angeles Area

[View job »](#)



Head of School, Virtual Academies; Los Angeles, CA
Mosaica Education, Inc.
Greater Los Angeles Area

[View job »](#)



K-12 Manager of School Partnerships - Western Region
Carnegie Learning
Greater Los Angeles Area

[View job »](#)



Lead Software/Application Developer (C#, .Net, MVC, EF, UI experience)
GrowItSmart
Greater Los Angeles Area

[View job »](#)



Human Resources Director
City of Oxnard
Greater Los Angeles Area

[View job »](#)



Sr. Human Resources Manager
VXI Global Solutions, LLC
Greater Los Angeles Area

[View job »](#)



Career Management Consultant-Project/Woodland Hills Area
Right Management
Greater Los Angeles Area

[View job »](#)



Director of Career Services
ITT Educational Services, Inc.
Greater Los Angeles Area

[View job »](#)



Vice President Human Resources
The Lewis Group of Companies
Greater Los Angeles Area

[View job »](#)



VP Human Resources
Haggen, Inc.
Greater Los Angeles Area

[View job »](#)



Head of School, [Virtual Academies](#); Los Angeles, CA
Mosaica Education, Inc.
Greater Los Angeles Area

[View job »](#)



Principal ([Account Management](#))
North Highland
Greater Los Angeles Area

[View job »](#)



Senior Director Human Resources
BMG RIGHTS MANAGEMENT
Greater Los Angeles Area

[View job »](#)



School Partnership Manager
College Summit
Greater Los Angeles Area

[View job »](#)



Sponsored

Lead Software/Application Developer ([C#](#), [.Net](#), [MVC](#), [EF](#), [UI exper](#))
GrowItSmart
Greater Los Angeles Area

[View job »](#)



Human Resources Director
City of Oxnard
Greater Los Angeles Area

[View job »](#)



Vice President Human Resources
The Lewis Group of Companies
Greater Los Angeles Area

[View job »](#)



VP Human Resources
Haggen, Inc.
Greater Los Angeles Area

[View job »](#)



Training & Development Manager
Amgen
Greater Los Angeles Area

[View job »](#)



Human Resource Manager
Premier Financial Search
Greater Los Angeles Area

[View job »](#)



Vice President of Engagement (Marketing)
MIND Research Institute
Greater Los Angeles Area

[View job »](#)



Human Resources Manager
Thermo Fisher Scientific
Greater Los Angeles Area

[View job »](#)



Facilitator
The Marcus Buckingham Company
Greater Los Angeles Area

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Cengage Learning
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CB & ASSOCIATES INC.

CB and Associates frequently has local opportunities:
www.cbrecruiters.com

Talent Manager - Los Angeles CA
Fri Jan 23, 2015 7:16 am (PST)

Plus Delta Consulting, LLC Position Profile - Talent Manager Company Profile: Since 2002, Plus Delta Consulting has become a well-respected and sought-after coaching and consulting firm that specializes in improving performance and producing better business results for our clients. This is clearly demonstrated by the firm's being recognized as one of the best Management Consulting firms by Wealth & Finance International and named one of the fastest-growing private companies in America by Inc. magazine. . Whether it's coaching the high-potential, next-generation leader of a small family business or managing the many facets of an enterprise-wide strategic change effort, Plus Delta delivers a diverse set of consulting services to clients ranging from small start-up operations to Fortune 100 organizations. With its headquarters in Los Angeles, California, Plus Delta has broader national presence with projects underway throughout the U.S. The firm serves its clients with an extensive team of talented coaches and consultants, most of whom are engaged by the firm on a project-by-project basis. At any one time, Plus Delta engages multiple consultants on multiple projects for multiple clients and, with new projects starting all the time, is continuously recruiting seasoned coaches and consultants to join our team. Position

Summary: Plus Delta's Talent Manager manages the full cycle of the recruitment process for all 1099 contract and W2 employed consultants within the firm. The Talent Manager identifies, recruits, and engages consultants to work with the firm as well as establishes and maintains a network of top-notch consultants with various areas of expertise who are available to be staffed at a moments' notice. The Talent Manager executes targeted recruitment strategies that result in high-quality consultant candidates and ensures that the selection process complies with and supports all of the firm's policies and procedures as well as all applicable employment laws and regulations. The Talent Manager also builds scalable processes for all recruiting and selection

activities. The Talent Manager keeps current on industry news, trends, best practices, and current recruiting/sourcing techniques as well as develops creative sourcing strategies to continually build a diverse resource pipeline and create a positive candidate experience. The Talent Manager partners with and reports directly to Plus Delta's CEO, who is himself an experienced executive coach and management consultant. As such, this is an excellent part-time opportunity for a motivated self-starter who has an entrepreneurial spirit and interest in contributing to the continued growth of a dynamic firm for many years to come. Each day will likely be different - from designing project-based recruiting strategies to sourcing new candidates to monitoring their performance once they begin. If you have a "can do" attitude, this could be the job for you!

Primary Responsibilities:

- Lead and execute full-cycle recruitment and selection activities, including job definition, candidate sourcing, candidate assessment, rate/term negotiations, candidate offers, and consultant on-boarding
- Establish and maintain a broad network of qualified consultant candidates to present for consideration as new project opportunities are developed
- Continually source qualified candidates in line with Plus Delta's core competencies and primary service offerings through referrals, online communities, professional societies, and educational institutions
- Partner with the firm's CEO to address any project staffing needs, providing creative solutions and multiple options as appropriate to meet difficult staffing challenges
- Prepare and regularly update resource pipeline tracking reports and facilitate weekly and as needed ad hoc staffing calls with the firm's CEO to keep him abreast of all candidate sourcing and recruitment activities in line with the firm's current sales pursuits
- Maintain all candidate information, including professional resumes and sample work products, in an organized and searchable manner utilizing Plus Delta's established databases, SharePoint sites, and other central applicant tracking and document management systems
- Develop and execute consistent communication and resource management plan to keep active Plus Delta consultants involved in and engaged with the firm during and in between their project assignments
- Provide an average of 10-20 hours per week of dedicated talent management support

Required Skills:

- Bachelor's degree (Advanced degree/certificate in Human Resources Management, Organization Development and/or related field preferred)
 - 5 -7 years of staffing experience within management consulting/professional services environment
 - Strong networking skills and proven sourcing/lead generation experience
 - Excellent written and verbal communications skills, especially in virtual/remote work environment
 - Ability to take direction and work autonomously in virtual/remote work environment
 - Professional, organized, detail-oriented, and able to multi-task
 - Ability to anticipate and solve problems before they arise or get out of control
 - Energetic, enthusiastic, responsive, positive attitude
 - Flexibility and a willingness to learn
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- Ability to succeed within fast-paced, entrepreneurial environment where talent management is critical to the success of the growing firm
 - Proven competence using standard MS Office applications, including Word, Excel, PowerPoint, Outlook, SharePoint, etc.

For further information or to submit résumé please contact:
Jeremy S. Lurey, Ph.D. Plus Delta Consulting, LLC Office:
310.589.4600 x4612 or Fax: 310.589.4696 jslurey@plusdelta.net

Human Resources Representative/Specialist - Aliso Viejo, CA

Fri Jan 23, 2015 7:17 am (PST)

Human Resources Representative/Specialist Pacific World Corporation Aliso Viejo, CA Pacific World Corporation is a leading innovator and supplier of proprietary nail and beauty care products to the food, drug, mass and value retail channels worldwide and has an immediate need for a HR Representative/Specialist.

The successful new member of our HR Team will be responsible for the administration of payroll, employee benefits, new hire orientation/on-boarding and ensuring the day to day functioning of the HR department.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

- Processes ADP payroll for US based employees
- Calculates and compiles Timecard and PTO for semi-monthly payroll
- Handles all required payroll reports including 401K, overtime, and PTO administration
- Manages and tracks pay for performance/appraisal evaluations, merits, promotion and changes
- Maintains records for compliance with CA labor law, ADA, EEOC, SDI, SUI, etc.
- Benefits Administration (monthly billing, reporting, etc.)
- Handles correspondence with Benefits Broker for new hires, terminations, and employee questions
- Coordinates and administers all benefits programs
- Administers paperwork for new hires, orientation, terminations, and exits
- Manage filing, setting up personnel files, new hire packets, term packets, interview packets and folders, etc. and other miscellaneous projects or tasks
- Update and maintains job descriptions, policies and procedures and employee handbooks.
- Maintains and Leaves of Absence, Worker's Compensation, FMLA and EDD paperwork.
- Manages Compliance (AAP, FLSA, posting requirements, contingent worker, etc.)
- Supports the recruitment cycle using Newton applicant tracking system
- Employee onboarding and documentation

Qualifications:

- Bachelor's degree preferred or equivalent in training and experience, with a minimum of 5-7 years related experience.
- Proficiency with ADP and other HRIS systems
- Strong MS office skills
- Excellent verbal and written communication and ability to work with all levels in the organization.
- Analytical approach to projects and problem solving; strong project management skills
- Approachable and responsive resource able to connect with employees at all levels
- Comfortable with high volume workload and able to manage multiple priorities
- Strong customer service orientation
- Work both independently and within a team on special and/ ongoing projects.

Helena Ferrari, GPHR, PHR | Human Resources Manager hferrari@pwc cosmetics.com

Employee Benefits Manager, Newport Beach

You are a driven Benefits Manager with a strong knowledge of U.S. benefits practices in a investment or financial services environment. Your collaborative approach and customer-centric mentality are the cornerstone of your success as a trusted employee liaison and valued business partner. Your skills and experience with Health and Welfare, 401(k) plans, as well as, developing policies and benefits plans that are congruent with market practice, legislation and global consistency are the foundation of your growing career with our firm. Align your talents with professionals who love what they do, want to come to work and enjoy continuous learning.

For more details, contact Joseph Seboek, H.R. / Recruiting Consultant.josephseboek@gmail.com or 949-421-7280.

Senior/Principal Game Analytics Specialist, So CA or Boulder, CO (Interactive Entertainment Software)

I am currently looking for a Senior/Principal Game Analytics Specialist for a client of mine who is the premier worldwide publisher of interactive entertainment software.

Position: Senior/Principal Game Analytics Specialist (Interactive Entertainment Software)

Reporting Manager: Director – Analytic Services

Location(s): Santa Monica, CA or Boulder, CO

Compensation: Base \$170K - 175K, 10-15% Bonus

Ideal candidate will have experience with analytic software development who wants to use your statistical modeling skills in a fast-paced business environment, with a passion for video games. Because you also understand gamers' mindset, you reliably are able to qualitatively deduce and draw conclusions from quantitative player data that directly influence game design, player experience and player retention. If this sounds like it may be the perfect role for you, it probably is. Previous experience in the gaming industry is not required.

Drive exploration and analysis of large, complex data sets representing hundreds of millions of real-world play sessions. Establish the feasibility of critical studies and prototyping of analytic software tools and services. The ultimate goal is to turn massive amounts of player data into products and services that influence game design and directly affect gameplay processes.

Duties and Responsibilities:

- Analyze gamer behavior and patterns to drive engagement strategies
- Understand complex data attributes and constraints to develop efficient predictive/data mining models
- Effectively communicate with other members of the team to prototype and implement large scale analytic services
- Engage in predictive model development, deployment, and performance tracking and validation
- Develop robust statistical models to support immediate and long-term business decisions, and provide recommendations to satisfy business need
- Work closely with the live game teams to optimize play balance, game economies, and to identify and close out exploits.

Position Qualifications:

Educational Requirements:

- BA/BS degree required with technical focus (e.g. mathematics, computer science, physics)
- MS or PhD degree preferred

Special Knowledge, Skills: (Tools and Technology, Technical Skills)

- Minimum of 3 years' experience in developing analytic software and solutions
 - Software prototyping and development skills (e.g. Python, Java, version control, unit testing, build tools)
 - Experience with relational and non-relational databases (e.g. Postgres, MongoDB, redis) and working
-

knowledge of SQL and data transformations

• Experience in one or more of the following areas:

- High performance computing methods and tools (e.g. multicore parallelism, GPUs, Map Reduce)
- Statistical analysis and visualization tools (e.g. Python, R, Tableau, D3.js)
- Machine learning techniques for statistical classification and prediction problems as well as classical modeling techniques to infer relationships and causality (e.g. random forests, neural networks, GLMs)

Experience with developing and using RESTful APIs

Prior Experience/Previous Positions related to current position:

- Understanding of the realities of working with large, rich datasets
- Demonstrated ability to balance trade-offs and improvise while driving for results
- Proven ability for high-quality execution, technical innovation/adaptation, and initiative
- Problem solving mentality and tolerance for ambiguity
- Ability to work within team environments, lead and coordinate activities across virtual teams and managing multiple tasks simultaneously
- Ability to adapt according to specific situation, work successfully in a highly dynamic environment

Full benefits provided!

Todd Markowitz Executive Recruiter/Partner at De Forest Search Partners

Qualified candidates please send resume in Word format to: todd@deforestsearch.com

Corporate Recruiter - Chatsworth CA

Thu Jan 22, 2015 4:33 pm (PST)

LampsPlus is currently looking for a Corporate Recruiter for its Chatsworth office. Experienced recruiters looking for a great new opportunity should apply with Lara Rosen.

Contact: LRosen@lampsplus.com or phone 818-428-4481

Peoplescape Consulting is looking for an extraordinary **Benefits Manager** for an exclusive hospitality group in Beverly Hills. The perfect candidate could be an experienced Benefits Manager (7-12 years' experience) or a dynamic go-getter with (2-3 years' experience) ... either way we'd love to talk. Our client is looking for someone to start immediately (temp to perm) and hit the ground running!

Please email your resume to: recruit@peoplescapehr.com

Human Resources Representative/Specialist

Pacific World Corporation

Aliso Viejo, CA

Pacific World Corporation is a leading innovator and supplier of proprietary nail and beauty care products to the food, drug, mass and value retail channels worldwide and has an immediate need for a HR Representative/Specialist.

The successful new member of our HR Team will be responsible for the administration of payroll, employee benefits, new hire orientation/on-boarding and ensuring the day to day functioning of the HR department.

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 - Manages and tracks pay for performance/appraisal evaluations, merits, promotion and changes
 - Maintains records for compliance with CA labor law, ADA, EEOC, SDI, SUI, etc.
 - Benefits Administration (monthly billing, reporting, etc.)
 - Handles correspondence with Benefits Broker for new hires, terminations, and employee questions
 - Coordinates and administers all benefits programs
 - Administers paperwork for new hires, orientation, terminations, and exits
 - Manage filing, setting up personnel files, new hire packets, term packets, interview packets and folders, etc. and other miscellaneous projects or tasks
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 - Manages Compliance (AAP, FLSA, posting requirements, contingent worker, etc.)
 - Supports the recruitment cycle using Newton applicant tracking system
 - Employee onboarding and documentation

Qualifications:

- Bachelor's degree preferred or equivalent in training and experience, with a minimum of 5-7 years related experience.
- Proficiency with ADP and other HRIS systems
- Strong MS office skills
- Excellent verbal and written communication and ability to work with all levels in the organization.
- Analytical approach to projects and problem solving; strong project management skills
- Approachable and responsive resource able to connect with employees at all levels
- Comfortable with high volume workload and able to manage multiple priorities
- Strong customer service orientation
- Work both independently and within a team on special and/ ongoing projects.

Helena Ferrari, GPHR, PHR | Human Resources Manager
hferrari@pwc cosmetics.com

Vice President, Total Rewards – Global (Located in So CA)

The executive recruiting consulting firm of Saenger Associates has been exclusively retained to search for the position of Vice President, Total Rewards. Our corporate client, located in Southern California has been a market leader for decades. The company is a world-wide leading provider of products in its industry.

DESCRIPTION: Reporting to the Chief Human Resources Officer, the Vice President, Total Rewards is a strategic Human Resources leader responsible for the company's global reward strategy

- Oversee the management of all health benefits
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- Ensure all reward programs including benefits, wellness, compensation and HRIS systems are competitive, sustainable, and scalable for the company's short and long-term strategic goals
 - Analyze reward programs to ensure alignment with business strategy
 - Analyze market competitiveness and cost effectiveness of compensation and benefit plans
 - Further develop executive, management and employee compensation programs development and management of HRIS systems to enhance HR reporting/analytics capabilities
 - Maintain current knowledge of government rules and regulations (ACA, ERISA, FLSA, FMLA, ADA, COBRA); fulfills compliance and reporting requirements
 - Manage organization structure company-wide and evaluate changes that will drive company efforts to achieve company alignment and objectives

REQUIREMENTS

- A business person with at least 10+ years of human resources experience in the compensation and benefits' areas
- An overall HR generalist background is a plus
- Experience with a Spanish speaking/bi-cultural workforce a plus
- Bachelor's degree in related field and / or an equivalent combination of experience and training
- Recent and in-depth industry experience in manufacturing, distribution, supply chain and/or agriculture
- Experience working with benefits programs with emphasis on health care, wellness and absence programs
- Knowledge of federal and state labor laws and regulations (ERISA, COBRA, HIPAA and PPA)
- Strategic and hands-on work experience required with sense of urgency and accountability
- Previous experience with Oracle a plus
- Must be a team player and a great and clear communicator

COMPENSATION This position offers a competitive compensation and benefits package and relocation assistance. We welcome your suggestions or referrals.

For consideration, please email your résumé with current compensation, in strictest confidence, to jobs@saengerassociates.com

I am reaching out to my contacts in an effort to spread the word about a new position that is being added at the company where I work. We are looking for a **Performance Excellence Manager**. Our main headquarters is based in the bay area however I believe the position can be based in either So Cal or Nor Cal for the right individual. We are looking for a Six Sigma Black Belt certification as well as an individual that is bilingual in Spanish. You and Richard have a vast network and so if you are inclined or have a few people in mind I would appreciate any referrals. The job description can be found on the company website at www.webcor.com/careers

Additionally, we are looking for a **VP of HR**. That position will be based in the bay area. If you would like I can send that JD to you separately.

Director Of Employee Relations

Los Angeles, CA

\$85,000.00 or commensurate with experience compensation

We are currently seeking an experienced Human Resources professional that is committed to promoting a cohesive work environment among employees, and has a proven track record of successfully connecting the lines of time honored traditional practices with new best practices in the areas of employee relations, performance management, retention, recognition and engagement.

Recent experience developing innovative employee engagement strategies with a results-oriented approach and experience developing and analyzing workforce metrics is strongly desired.

POSITION PURPOSE

The Director of Employee Relations' primary role will be to provide advice, consultation, and guidance to support a positive employee relations environment that supports the organization's goals and objectives.

ESSENTIAL DUTIES & RESPONSIBILITIES:

(This section provides a general summary of the most significant job duties performed. It does not explain in detail every single duty performed.)

- Ensures policies, procedures, practices and processes are in compliance with all federal, state, and local regulations.
- Serves as a resource to managers on performance management issues.
- Acts as the point of first contact for employee inquiries and concerns, and proactively and promptly works with management to resolve issues raised.
- Provides coaching and structured training to supervisors on key employee relations, and engagement topics.
- Assists management and supervisors with handling and preparation of disciplinary actions.
- In conjunction with HR and legal management, conducts prompt, thorough, properly documented and well-executed investigations in response to employee complaints and job related incidents. Identifies, recommends, and oversees implementation of appropriate actions in response to investigation findings.
- Ensures strong engagement, recognition and reward programs are in place, in addition to a overseeing a robust calendar of activities that promote engagement and alignment.
- Fosters an environment that promotes teamwork, recognition, respect, and employee engagement and satisfaction.
- Performs other duties as assigned

REQUIRED KNOWLEDGE, SKILLS & ABILITIES:

(The individual must possess the following knowledge, skills and abilities and be able to explain and demonstrate that he or she can perform the essential functions of this job with or without reasonable accommodation, using some other combination of skills and abilities.)

- Is a strong, hands-on leader who is self-motivated, energetic and able to partner effectively with the organizational leadership to gain their respect and trust.
 - Able to work effectively in a fast paced, multi-faceted environment with rapidly changing demands.
 - Able to use sound judgment, discretion and maintain confidentiality.
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- Must be knowledgeable in all aspects of Human Resources and federal and state laws and regulations.
 - Exhibits a high degree of confidence, integrity and professionalism.
 - Strong administrative abilities.
 - Excellent written and verbal communication skills; able to communicate effectively in English, both orally and in writing.
 - Able to use PC applications and accurately type 35 WPM.
 - Detail oriented.
 - Able to organize, prioritize and coordinate multiple tasks under daily deadlines.
 - Able to work under pressure.
 - Superlative interpersonal skills: high degree of patience and tact. Must be able to cultivate respectful, strategic and collaborative relationships with people from diverse backgrounds both internally and externally.
 - Have an understanding and awareness of worker rights impacting SAG-AFTRA members.
 - Hold yourself and others accountable for a high level of performance and integrity.
 - Capable of taking direction from more than one supervisor.
 - Must be able to work in a challenging environment where constructive feedback from others is encouraged.
 - Must maintain regular and acceptable attendance at such level as is determined at SAG-AFTRA's sole discretion.
 - Must be available and willing to work extended hours (and/or overtime for applicable non- exempt positions) per day or per week, including weekends and holidays, as SAG-AFTRA determines is necessary to meet its business needs.
 - Must be available and willing to travel to such locations and with such frequency as SAG-AFTRA determines is necessary or desirable to meet its business needs.

MINIMUM QUALIFICATIONS

Education and/or Experience:

- Bachelor's degree in Human Resources or a related field, and five years of progressive Human Resources experience, or eight years of relevant and progressive Human Resources experience, with at least five years in an employee relations/ employee engagement role.
 - Master's degree and/or SPHR preferred.
 - In-depth knowledge of current labor laws and regulations including, but not limited to, ADA, FMLA, CFRA, EEO, DFEH, California Labor Code, Wage and Hour Law, Title VII, and COBRA.
 - Demonstrated problem solving and conflict resolution skills with the ability to provide high quality independent analysis, conclusions and recommendations.
 - Ability to exercise sound judgment and make decisions consistent with the essential functions of the job and company policies and objectives.
 - Highest professional standards regarding confidentiality and ethical conduct.
 - Ability to achieve superior results in a fast-paced environment with shifting priorities and deadlines and ability to handle stressful situations.
 - Previous experience working in a union environment handling grievances and working with union representatives strongly preferred.
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SAG-AFTRA offers a competitive benefits package. Salary will be dependent upon experience.

SAG-AFTRA is an Equal Opportunity Employer

Looking to place a **Benefits Manager** for a professional services firm in Irvine.

Company size approximately 2,000 employees

The candidate must have:

- 5 years exp in Benefits (not a generalist);
- A Bachelor's degree (masters preferred);
- Must have 2 years of supervisory/managerial exp.;
- Although the mgr will have 3 direct reports this Manager will need to be a "roll up your sleeve" kind of a professional;
- Impeccable communication skills both verbal and written.

Compensation and 401k experience is a huge plus

Comp \$80-100k (DOE)

The candidates can contact me directly via email or phone

Sy Hasan, Sr. Manager

Adecco; better work, better life

Tel: 949-450-0109 or Cell: 949-293-3706 or Sy.Hasan@adeconna.com

Human Resources Director

City of Oxnard - Greater Los Angeles Area

Job description

The new Human Resources Director will be joining Oxnard during an active and exciting time. A significant number of management positions within the City organization will be filled and the HR Director will be a key player in assisting with that leadership transformation. The HR Director reports to the City Manager and oversees the HR Department, which serves as a supportive partner in the teaching, research and public service to the employees of Oxnard and the public. Functional areas of responsibility include: recruitment and selection, classification and compensation, labor relations, training, benefits administration, and safety and workers' compensation. Outside legal counsel is relied upon to assist with employee contract negotiations with the six bargaining units. Human Resources operates with the mission to provide vision and leadership to promote an environment that values excellence, diversity, autonomy, creativity, and productivity at all levels of the organization.

Desired Skills and Experience

The selected candidate will possess a combination of education and experience that has provided the knowledge, skills and abilities necessary for this role. A typical way of obtaining these qualifications is to possess the equivalent of four years' experience in professional personnel management including at least one year in a public sector setting and a Bachelor's degree from an accredited college or university in a related field. A Master's degree is highly desirable.

About this company

Located on the beautiful Southern California coast, the City of Oxnard is the largest and most populous city in the County of Ventura with over 200,000 residents. Nestled about 60 miles northwest of Los Angeles and 35 miles south of Santa Barbara, Oxnard prides itself on its rich diversity and culture. Residents enjoy an unsurpassed quality of life enhanced by the clean air of this coastal community, the charm and solitude of the nearby Los Padres National Forest, and the cultural and educational amenities of a vibrant urban setting.

To be considered, please submit (email preferred) a letter of interest, resume, salary history and contact information including email addresses for five work-related references to Bill Avery by January 23, 2015. A formal job announcement is available at www.averyassoc.net.

Bill Avery and/or Ann Slate, Avery Associates
3½ N. Santa Cruz Ave., Suite A, Los Gatos, CA 95030
E-mail: jobs@averyassoc.net

Our Client, a well-established distributor/retailer, located in the Los Angeles metro area, with sales volume in excess of \$250 million and poised for a major expansion is seeking a **Senior Manager Human Resources** to \$150K + bonus

Absolute Must: Experience Recruiting Sales people; working in a multi-location and multi-state environment during rapid expansion and build-out of new facilities necessitating staffing; higher profile and recognizable employers.

Additional requirements: BS Degree. Experience working for an inventory driven business is ideal; multi location is a plus. Experience with implementing HRIS or other HR databases is preferred. Must also have strong working knowledge of Excel re “workarounds” done on spreadsheets. Highest priorities are recruiting and training, so candidates with such experience would be preferred; bi/multi-lingual candidates would be ideal, though not mandatory.

Additional significant requirements:

- be advanced in Excel and PowerPoint
- have managed at least 5+ direct reports [will supervise recruiting and admin]
- have experience starting and/or transforming HR depts. to implement modern best practices (e.g., LEAN, Six Sigma)
- be technology savvy (HRIS, ATS, LMS)
- love data analytics/reporting and be metrics driven
- have EEO and OSHA reporting experience

Requirements:

- Degree in Business Administration or a related field with a human resources focus and 10 years plus progressively responsible experience in human resources management, preferably in a distribution environment.
 - PHR/SPHR certification preferred
 - Ability to build teams, mentor staff, and communicate effectively with others within the organization.
 - Knowledge of state and federal employment laws, labor law, and a thorough working knowledge of workers compensation law.
 - Effective interpersonal communication (written and presentation), facilitation, and organization skills with a mind for detail and follow-through.
 - Demonstrated ability to develop project timelines and manage projects and tasks.
 - Diverse knowledge of employee benefits and pay for performance programs.
 - Ability to travel as 6-8 times per year, sometimes on short notice.
 - Sound evaluative, decision-making, and negotiating skills.
 - Strong experience with talent pool development, organizational design, project management, and group facilitation.
 - Strong leadership, business acumen, influencing, and consulting skills required.
-

Contact: Rick Manning, F.E. Manning Associates, 818.832.3249; rm@femanning.com

HR Generalist

Independent bank in Monterey Park is looking to add to the HR staff. They are looking for an HR Generalist who will have responsibility for payroll processing for 105 employees and maintenance/update of the employee handbook. The person should also have thorough knowledge of regulations and issues of compliance. Reporting will be directly to the current HR Manager, but will have to interview with the CEO as he/she will likely become the manager as the current manager is going to retire in 1-2 years.

Contact: Bennie Hildreth bennie_hildreth@att.net (323) 654-6395

HR Director, The California Endowment

The Opportunity:

At The California Endowment, we believe our employees are our greatest assets and critical to achieving our ambitious goals. The Endowment is seeking a strategic leader and human resource (HR) professional with exceptional interpersonal and organizational skills to manage the HR Department with vision, strategy, effectiveness and integrity. The Human Resources Director is the senior HR role within The Endowment with key responsibilities in the following areas: 1) governance, management and personnel administration, 2) benefits administration and 3) recruitment, evaluations, professional development and disciplinary action. This position is a key partner in maintaining an environment that values employees and builds trust throughout the organization. The HR Director reports directly to the EVP/ Counsel, and is located in the foundation's Los Angeles headquarters.

The Foundation:

The California Endowment is the state's largest private health foundation, created in 1996 with a mission to expand access to affordable, quality health care for underserved individuals and communities, and to promote fundamental improvements in the health status of all Californians. Headquartered in downtown Los Angeles, the foundation maintains offices in Sacramento, Oakland, Fresno, and San Diego, with staff working throughout the state. The Endowment supports the Health Happens Here campaign which is reframing the conversation around health care from medical settings and individual choices to the idea that our health happens in neighborhoods, schools, and through aggressive prevention measures.

Key Responsibilities:

The following are the key responsibilities of the Human Resources Director

Governance, Management and Personnel Administration.

- Manages all aspects of Human Resources with accountability and transparency.
 - Manages mentors and develops the HR staff.
 - Participates as a thought partner and advisor to EVP / Counsel on matters within HR realm.
 - Responsible for updating the employee handbook and all personnel policies to ensure compliance with all laws.
 - Enforces personnel policies through consistent practices.
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- Provides advice to managers regarding personnel policies or staff-related issues.
 - Responds to disputes between co-workers or employees and their managers through a fair and effective process.
 - Maintains and manages a human resources information system to properly record and track employee data.
 - Ensures TCE's compliance with all applicable employment laws and regulations.

Benefits Administration.

- Establishes fringe benefit programs for all employees, reviewing periodically to ensure currency with the market.
- Administers the benefits program and ensures all necessary administrative procedures are completed to provide effective quality of service for staff.
- Administers the workers' compensation program by selecting the carrier, processing claims, and monitoring the status of injured workers to ensure they receive appropriate benefits and return to work as soon as possible.
- Monitors the leave of absence program to ensure compliance with all The Endowment's policies and applicable laws.
- Monitors all retirement plans for compliance with plan documents, and ensures all assets under Human Resources' fiduciary care are appropriately accounted for in a robust control environment.

Recruitment, Evaluations, Professional Development, Disciplinary Action.

- Responsible for oversight of all recruitment activities; interviews all final candidates and ensures that all candidates are properly screened, interviewed, and reference checked prior to an offer of employment being made.
 - Evaluates and approves all newly created positions.
 - Ensures appropriate job descriptions are written for each position within The Endowment, and updated as needed.
 - Establishes salary ranges for all positions and periodically reviews those ranges for currency with job market.
 - Establishes reasonable guidelines for determining salary decisions.
 - Establishes, updates, monitors, and administers the performance review process.
 - Train managers in effective performance evaluation practices.
 - Maintains and updates the employee recognition program.
 - Establishes and coordinates management training and development programs.
 - Establishes succession and leadership development plans for executives and directors.
 - Reviews and approves all disciplinary actions (including terminations) prior to discipline being given to staff.
-

Minimum Education & Experience:

- 10 years of experience working in human resources, preferably in a generalist role.
- 3-5 years of experience in a key management role within human resources.
- Bachelor's degree in human resources, business, or related field.
- Thorough knowledge and understanding of federal and state employment and leave laws.
- Demonstrated experience managing – or certification in – human resource specialties such as benefits, compensation, training, safety, or general human resources.
- Experience managing personnel issues arising in multiple locations.
- Ability to think strategically while effectively managing the daily details of the department
- Excellent communicator
- Ability to listen well and provide appropriate advice to staff and managers.
- Ability to translate the strategic plan into appropriate employee initiatives and programs.
- Possess strong analytical skills
- Ability to identify opportunities for improved productivity, employee morale, and cost-savings.
- Creative problem solver.
- Commitment to diversity in employment.

Preferred Experience (not required):

- Graduate degree
- Working knowledge of foundations, health care, nonprofit organizations
- HR certifications
- Membership in HR professional organizations

Include with your application a cover letter demonstrating your HR expertise and experience with organizations with employees at multiple sites.

Please Send your cover letter and résumé to...
David Bowman, Chairman, TTG Consultants / Lincolnshire
4520 Wilshire Blvd.; Suite 100, Los Angeles, CA 90010
323.936.6600 | d.bowman@ttgconsultants.com

Sr. Recruitment Director - Torrance, CA

Reply to sjakubik@bertramandassociates.com
Stephanie Jakubik, President
Bertram & Associates, Inc. HR Executive Search
651-714-8350 (phone) | 651-286-3618 (fax)
sjakubik@bertramandassociates.com | www.bertramandassociates.com

Senior Human Resources Business Partner

Salary Range: \$120,000 to \$150,000

The primary responsibility of this role, as Senior Human Resources Business Partner, is to provide strategic advice, leadership and coordination on Human Resources issues to meet the objectives of both the Biologics and Vege Seeds global businesses as well as part of the US organizational structure. This includes ensuring successful integration into our company – both globally and regionally, dealing with such aspects as employee relations, performance management, succession planning, management/training and development, compensation, EEO, benefits, recruiting, strategic personnel planning for mergers, acquisitions, joint ventures and divestitures within assigned client groups. This requires significant interaction with global matrix counterparts. The incumbent will lead the development of programs to meet the corporation's vision and leadership principles. The position ensures consistent application of corporate and subgroup policies, practices and procedures throughout the business units. The incumbent will provide HR support in order to attract, retain and motivate qualified employees to achieve the business objectives. The incumbent also ensures implementation and application of agreed upon HR policies. The incumbent will represent the needs of the business on HR policies and resolution of individual local HR issues. Finally the incumbent will operationalize HR strategy to business specific needs and provide career development and talent management direction and support to the business. The client group is around 350 people in California.

The incumbent will:

- Provide strategic leadership and coordination for all Human Resource activities
- Familiar with the key and country/country group HR processes and functions and ensures that these are taken into account at the local sub group, service company and group platform level as far as possible
- Ensure the implementation and application of agreed upon our HR directives, policies, processes, systems and programs throughout the local Sub Group, Service Company or the Group Platform organization and strives for best practices in the standardization, harmonization and alignment of local HR activities, but always with the business requirements in mind
- Serve as a strategic consultant to assigned client groups on a broad range of organizational issues of critical importance to the business anticipate business needs and provide realistic solutions aligned with business objectives
- Develop and monitor workforce plans for client groups partner with recruiting personnel and hiring managers to provide guidance and influence key staffing decisions
- Execute effective local Talent Management (TM) initiatives in line with the global Group TM strategy to attract, identify, assess, talent of strengths and development opportunities, develop and retain the right employees and to maintain a powerful talent pipeline support management in the preparation of employee development plans
- Implement timely and accurately HR processes such as performance management, as well as merit and bonus planning
- Provide guidance and direction to supervisors and managers regarding personnel actions such as performance management, performance improvement plans, discipline (up to and including terminations), and other employment practices
- Conduct equity and utilization analyses of compensation programs including merit, bonus (STI & LTI), rewards & recognition and promotion identify compensation issues impacting client groups and collaborate with management and with compensation specialists
- Partner with client groups to develop and/or assess the effectiveness of career paths, align their operations and employee capabilities to the overall strategic directions, job ladders, and job descriptions ensure validity and consistency of use within the business unit

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- Effectively communicate HR products, perspectives, services, programs and policies to management and employees and implication on business strategies
 - Consult in close collaboration with Law/litigation on ensuring compliance and adherence to applicable employment laws and policies
 - Support and execute organizational changes (Restructuring, mergers, acquisitions and divestments) providing appropriate solutions from the HR perspective •Contribute to HR marketing/employer branding thus ensuring that will be an employer of choice in the country/country group
 - Have a thorough understanding of the business and engagement with the business leaders, translate the business requirements and challenges into relevant HR actions and initiatives.

Job Requirements & Qualifications:

The selected candidate is required to possess the following:

- Bachelor's degree in a related field with at 12+ years of HR experience with experience in all areas of HR specialty with at least 5 years of generalist experience or an equivalent combination of education and experience
- Experience and proven track record in working across the HR functions with specific experience in one expert HR field
- Demonstrated expertise in effectively managing/implementing large organizational redesign
- In-depth knowledge of HR processes, programs, policies and systems and ability to communicate same to employees and management
- Ability to deal effectively with ambiguity and change comfort with uncertainty
- Comfort dealing with and ability to influence senior managers
- Accepts and deals effectively with global and local complexities
- Ability to provide positive and corrective feedback to others and deal with employee relations issues at all organizational levels
- Ability to develop required training and development programs ad hoc
- Role model for the LIFE Values, Leadership, Integrity, Flexibility, and Efficiency
- Experienced in multi-disciplinary project and corresponding change management
- General understanding of business and financial impacts derived from HR decisions and policies
- Communications strategy and messaging skills with the ability to build long term partnerships with internal management & staff, including the various relevant representatives of workers groups and stakeholders
- Collaborate with others to solve problems and implement solutions
- Strong analytical and problem solving skills
- Experience with Microsoft Office and SharePoint SAP HR experience a plus
- Strong communication and presentation skills
- Experience in working in a global environment and matrix organization a plus
- Minimal travel may be required (less than 10%).

Visa Requirements: U.S. Citizens / Green Card Holder
reply to fmcrecruit@verizon.net

Regional Human Resources Manager

Position Description: CarMax is growing! We're opening multiple stores each year and opening up new regions. And CarMax has been on Fortune Magazine's list of "100 Best Companies to Work For" for 10 years in a row! Join a team dedicated to customer service and associate development.

SUMMARY: This position is responsible for providing Human Resources support for the regional team and store management for multiple retail locations. Scope will include: performance management, positive associate relations, talent development, recruitment and retention strategies, policy and procedure support, and strategic human resources planning.

This position will work out of our Irvine store, and travel 3-4 days/week to our stores from Orange County to San Diego.

Contact: Greg Murphy at 804-291-7113

Recruiter (3-6 months)

A terrific client of mine is experiencing a hiring 'explosion' and needs 3-6 months' assistance in filling over 30 positions. Here are some of the basics:

- Aviation Industry
- Chatsworth, CA location
- Full-time, onsite, temporary assignment (through Avalon Staffing)
- Recruiting blue/white collar engineers and technicians. Ideal if you've come from an ITAR regulated industry.
- Exposure to Taleo would be ideal.
- Ability to interface with hiring managers to organize and bring hiring decisions to a conclusion.
- Hourly rate to be based on experience and skills.

Please contact: Jackie Hoofring, Avalon Staffing, 805 367 3260
jackie@avalonstaffing.com | www.avalonstaffing.com
Office: 805.367.3260 Cell: 818.212.0981 Fax: 818.332.1288

We are conducting a search to find the head of Human Resources for a dynamic digital visual effects company based in Los Angeles. The Mill, a global firm founded in 1990 in the United Kingdom is a world leader in the creation of sophisticated creative and technical innovation and collaborating with directors, creative agencies in design, animation, live action content direction, VFX brand accounts, versioning and global adaptations, digital content creation and distribution. With nearly 800 employees worldwide, the company has offices in London, New York, Chicago and LA. The **Human Resource Director** will lead the HR team in managing daily responsibility for organizational and cultural change, talent management and staffing, legal compliance with international emphasis, benefits and compensation planning and developing strategic HR initiatives with the senior team to meet the growing needs of this dynamic and creative organization to retain and attract top talent. Minimum 10 + years' experience, International HR experience with knowledge of immigration laws, HR legal compliance in CA, IL, NY. Must possess strong cultural connection and ability to work within a highly creative environment. Willing to travel to office locations on regular basis. Compensation for this position is \$150K.

Qualified and interested candidates should forward resume with salary history to:
lkaye@greenlightjobs.com

CASA of Los Angeles, (www.casala.org) a non-profit based in Monterey Park is seeking an experienced **Part-time HR Manager** (20 hours per week) to provide onsite HR support.

This individual will be responsible for the planning, development and implementation of the organization's human resources that will include, employment, compensation, employee relations, legal compliance, benefits, staff development and health and safety programs.

This individual will have proven experience, building relationships with an emphasis on trust and credibility. This is a unique opportunity for an individual that is looking for flexibility with the possibility of pursuing other projects simultaneously whilst benefiting from a competitive compensation and benefits structure.

Required Qualifications

- Bachelor's degree in a relevant field and at least 5 years of work experience in an HR role.
- Generalist experience in employee relations, employment law, employee benefits, compensation, administration and operations required.
- Experience with full-cycle recruitment.

Please email cover letter and resume to careers@casala.org

Contract Human Resources Generalist/Manager

Paragon Partners Ltd, a leading Right of Way Consulting company located in Huntington Beach, California, is currently seeking an HR Manager/Generalist on a temporary basis that will be supporting all HR needs from recruitment, advising management on HR issues, Hiring processes, termination processes and benefits administration to processing unemployment claims, VOE's, inputting personnel changes into the HRIS system, etc. This is a very hands-on HR office. Paragon HR supports consultants all over the country with their HR needs.

Successful candidate will have a minimum 5 years' human resources management/generalist experience in all areas of human resources. Candidate must possess excellent recruitment skills, the ability to resolve employee relation issues, knowledge and understanding of benefits administration including processing leaves of absences, experience in coaching and advising management and employees, must be detailed orientated and organized and must be flexible with the ability to work in a soft structured environment.

This assignment is for approximately 6 - 8 weeks.

Please send your resume to: vtorrez@paragon-partners.com

Director of Human Resources

Company Overview

Juanita's brand products are made by Juanita's Foods, a third generation family-owned and operated business based in Wilmington, California. Founded in 1946 by George De La Torre Sr. and his nephew, Albert Guerrero, it was originally called Harbor Canning Company and specialized in canning the catches of local sports fishermen. One day, at the suggestion of Albert's wife, Ruth, they tried canning menudo, a popular Mexican stew. This innovative side venture, started in 1950, grew to become a huge success, eventually leading Juanita's to be the world's largest manufacturer of canned menudo.

Today, Juanita's continues their passion for innovation while maintaining their dedication to authentic, high-quality Mexican food. Their product line continues to grow with a wide variety of flavorful soups, sauces and stews under the direction of George Jr.'s son, Aaron as CEO.

Juanita's is proud to carry on the solid family traditions and strong business legacy begun so many years ago, and plans to continue pleasing their loyal customers for many more years to come.

Position Summary

Juanita's Foods is looking for a leader to manage all aspects of the human resources function, especially labor relations, recruitment and retention, training and development, safety and benefits. In addition, the selected candidate will be expected to represent the interests and issues of the Human Resources function to Juanita's Executive Committee.

The Director of Human Resources provides administration and direction for Company human resource policies, programs and practices, including planning, organizing, developing, implementing, coordinating and directing.

Duties include formulating strategic initiatives, policies and procedures for the Human Resources Department and recommending policies and practices to management.

The Ideal Candidate

The ideal candidate will be an accomplished human resources generalist and have:

- 10+ years of progressively more responsible experience in Human Resources management, preferably with multiple organizations
- A quantifiable and verifiable track record of exceptional performance and increasing responsibility, preferably within the Food or related industry.
- Ability to effectively present information to all levels of management, public groups, and board of directors.
- Demonstrated leadership and team building expertise within their own department as well as other cross functional areas.
- Significant labor relations experience, particularly in a unionized environment.
- Bi-lingual English and Spanish proficiency is strongly preferred.
- Strong verbal and written communication skills, high energy, result orientation and strong management & delegation skills.
- Bachelor's degree (BA/BS) in human resources, business administration or related field. Master's degree preferred

Responsibilities:

- Responsible for labor relations, provides advice and counsel on personnel issues.
 - Proposes, publishes and administers personnel policies.
 - Stays current on recent federal, state and case law changes and monitors labor law updates and newsletters for changes that affect HR.
 - Prepares, recommends and maintains records and procedures for controlling personnel transactions and reporting personnel data.
 - Designs personnel forms and directs the maintenance of personnel records by all departments.
 - Answers any questions and/or requests by EDD, FEHA and other governmental agencies, including employee complaints.
 - Administers classification programs, which includes classifying and reclassifying positions and writing job descriptions.
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- Directs payroll processing, safety program, worker's compensation claims handling and tracking.
 - Directs benefits administration, enrollment and open enrollment meetings.
 - Obtains bids upon renewal, confers with management regarding benefits costs, makes recommendation as to employer/employee cost sharing, performs open enrollment and benefits meetings and processes applications.
 - Conducts research, assimilates data and creates a wage/salary scale.
 - Creates and manages job descriptions.
 - Prepares performance review forms and directs the distribution of the forms to supervisory personnel.
 - Develops and administers an effective recruitment program.
 - Coordinates recruitment efforts with hiring managers, coordinates interviews, accepts resumes and applications, interviews and assists with the final decision process.
 - Conducts needs assessment, develops training curriculum and conducts training sessions on various HR topics.
 - Conducts on boarding & orientation programs.
 - Finalizes year-end reconciliation audits and reports.
 - Finalizes all HR internal audits and approves necessary adjustments.
 - Directly supervises employees and carries out supervisory responsibilities in accordance with the organization's policies and applicable laws.
 - Responsibilities include interviewing, hiring and training employees; planning, assigning and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

Education

Bachelor's degree (BA/BS) from four-year accredited college or university in human resources, business administration or related field. Master's degree preferred.

Compensation

A competitive compensation package will be structured based on experience.

Stanton Chase

Stanton Chase, one of the leading retained executive search firms in the world, is committed to building world-class management teams for clients competing in a global market. We provide exceptional leaders and organizational solutions to enhance competitive advantage. We do so through long-term client relationships built on experience, insight and teamwork. We deliver the right executive talent anywhere in the world. Stanton Chase has 73 offices in 45 countries. For additional information on Stanton Chase, please refer to our website at: www.stantonchase.com.

For further information or to submit résumé, please contact:

Ed Savage, Managing Director (Primary Contact)
310-694-5121 | e.savage@stantonchase.com

Sami Revah, Principal
310-694-5127 | s.revah@stantonchase.com

Stanton Chase

100 Wilshire Blvd., Suite 950, Santa Monica, CA 90401

Seeking an experienced **Recruiter** for approximately 20 hours per week.

Work from home with occasional meetings in Gardena.

Interested parties please send resume to: irene.torres@barcouniforms.com

Director, Financial Planning and Analysis

Responsible for the preparation, review, analysis and negotiation of financial plans, forecasts and rate development for the company. Identifies strategic issues and makes recommendations to executive management. Must have worked in both a government and commercial environment. Located in the West LA/EI Segundo area.

Seeking approximately 15 years' experience in the financial area, with 7 or more years as a manager/supervisor. Salary is \$150 K to \$175 K plus bonus.

Please send résumés only to:
Dick Kaumeyer, Kaumeyer Consulting Group, Inc.
dkaumeyer@aol.com

Vice President, Recruitment - Americas

Client Company: Confidential
Location: TBD

The Company:

Our client is a global provider of Strategic Resourcing Solutions to the pharmaceutical, biotechnology and medical device industries. It is a division of a Company specializing in the strategic development, management and analysis of programs that support Clinical Development, from compound selection to Phase I-IV clinical studies.

As our client looks to accelerate its growth, we are seeking to recruit an experienced executive to lead the Americas Recruitment Organization, comprising of a significant US Team and emerging capabilities in LATAM.

The Position:

We are seeking an individual at the Vice President level with significant and long-term experience leading Americas recruitment for pharmaceutical services-oriented business (CRO, consulting services, high scientific and or strategic content). The position will play an important role in the strategic growth of the company and will be a key member of the management team, reporting directly to the President.

The successful candidate will have demonstrated their ability to provide leadership, management and oversight in the Strategic Resourcing Industry. The executive must have collaboration skills well tested in a global matrix model, financial planning and process-improvement skills well adapted to drive profitability, utilization and efficiencies within the group.

This individual will be a seasoned, balanced and motivational communicator who can inspire confidence in a culturally diverse global team, with global clients and fellow executives across the Company.

Principal Responsibilities:

- Oversee the management and provide leadership for the Recruitment Operations team.
- Build a strong and diversified management team and ensure succession planning is in place for key roles.
- Develop strategic direction for the Recruitment Operations group to expand capabilities and better serve clients and candidates in line with market developments in the industry.

Vice President, Recruitment – Americas

- Analyze, investigate, develop and maintain (new) markets, services, clients and candidates in line with Company strategy, policies and development needs.
- Develop and maintain a strong relationship between the staffing group and the other service areas of the Company.
- Set clear operational, financial and quality objectives for the Recruitment Staff and monitor closely to ensure these are achieved.
- Implement budgets and review reports and financial statements to determine progress and status in attaining objectives. Revise objectives and plans in accordance with current conditions.
- Control costs and improve profitability by economic use of resources and efficient processes.
- Implement, manage and ensure effective and efficient, qualitative and quantitative staffing of the recruitment team (including employee assessment & development), in line with HR policies, guidelines on working conditions, safety and health, legislations, systems and budget. The goal is to attract, retain and motivate desired employees, now and in the future.
- Ensure administration of all relevant data, information and documents, in accordance with internal guidelines, legal requirements and practice.
- Pursue client satisfaction and promote repeat business.
 - Maintain a high level engagement in all major customer relationships and service issues.
 - Regularly contact key clients, inquire feedback and where needed implement contingency plans.
 - Foster long-term collaboration with clients based on previous successful project performance.
- Support the Company's growth while nurturing the Company's culture and values.
 - Ensure a culture of quality is embedded in recruiting operations team and drive initiatives that continuously work on improving quality.
 - Promote an honest and trustful working environment and communicate openly.
 - Identify critical skills, foster development of staff and support recruitment of appropriate employees by providing qualification profiles.
 - Ensure adequate and continuous training of management staff.
 - Support career development of key personnel and improve management performance.
 - Seek to minimize staff turnover and ensure that acquisition and development of talent is a key priority of the Executive Management Team (EMT).
 - Retain staff across departments and reduce turnover to less than 20%.

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- Monitor department needs for staff, provide recruitment plans and forecast available resources in collaboration with other Service Lines.

Vice President, Recruitment – Americas

- In collaboration with the management team, support integration of new acquisitions and development of new internal initiatives.

Qualifications:

- Bachelor's degree required with an advanced degree (Masters, Ph.D., M.D.) preferred
- Minimum of 10 years of management experience with large global organizations.
- Strong staffing experience in the biopharmaceutical, CRO, or relevant professional service industry, ideally with success in growing business in LATAM. Experience in managing large departments with cross-cultural background.
- A proven business leader with strong management skills.
- Executive-level problem solving and analytical skills, combined with impeccable business judgment and ability to communicate with highly scientific client management teams.
- Senior-level writing skills, oral communication and interpersonal skills.
- Possesses executive presence. Capable of establishing immediate credibility with business partners as well as within the company, able to build consensus and achieve goals through influence versus direct line authority.
- Must have impeccable integrity as a leader and quickly be seen as a role-model for leadership.
- Must be able to recruit and develop leadership and attract top talent to the organization in order build a succession plan.
- Able to work efficiently in a team oriented setting; willing and open to contribute to other work groups in terms of personality and competence.
- Innovative approach when solving problems while considering possible implications of the decisions made.
- Ability to prioritize and manage multiple responsibilities simultaneously.
- Ability and willingness to travel international and domestic.

For additional information or for confidential consideration, please contact:

Don Evans, Partner, Discovery Search Partners

Phone: 856-375-8650 or E-Mail: devans@discoverysearch.com

Sue McKay, Managing Director, Discovery Search Partners

Phone: 856-381-0433 or E-Mail: smckay@discoverysearch.com

Director of Human Resources

Position pays in \$80k range:

We have been retained by a San Gabriel Valley manufacturer to recruit a Director of Human Resources with a minimum of 5 to 7 years' experience within a manufacturing environment.

Require bi-lingual skills in Spanish or Mandarin, solid generalist experience dealing with policies, procedures, employee relations, comp and benefits and compliance issues.

Dave Shotland, 818 817-7717

Here is a brief job description for the **HR Director** Role. The position is located in Torrance with 1200 employees.

PRINCIPAL ACCOUNTABILITIES

1. Employee relations
 - a. Builds positive and effective relationships with line and functional leaders
 - b. Provides coaching to managers and employees to support organizational values as well as people and performance management.
 - c. Conducts and / or oversees investigation and resolution of internal complaints / concerns. (works with VPHR and senior management as needed to resolve complex issues)
 2. Process efficiency / consistency
 - a. Designs and implements consistent functional processes that foster an effective and efficient organization.
 - b. Ensures appropriate audits are in place and practiced to ensure accuracy.
 3. Policy / handbook
 - a. Ensures company handbooks and HR policies are reviewed regularly and revised when necessary to maintain accuracy and reflection of the organization's culture.
 - b. Council and advise managers and employees in the interpretation and application of company policies.
 4. Compliance / recordkeeping
 - a. Ensures that processes, policies and actions are in compliance with applicable regulations
 - b. Oversees accurate and compliant department records are maintained including employee files and work authorization records (I-9) for current and past employees. This includes both paper and electronic records.
 5. Risk management
 - a. Oversees the management of all workers' compensation claims.
 - b. Coordinates with TPA, carrier, and as necessary legal counsel to facilitate prompt and cost effective adjudication of all claims from date of injury to closure.
 - c. Provides support in developing safety policy, process and awareness within the organization. (Collaboration with Safety Director and operations management)
 6. Supervision and development of staff.
 - a. Meets regularly with staff to set work objectives, monitor progress and provide / receive constructive feedback. This includes but is not limited to formal performance evaluation.
 - b. Develops and updates job descriptions and objectives.
 - c. Ensures staff has appropriate training and adequate resources to be successful.
 - d. Engages staff in discussion of career goals and opportunities for development. Mentors and facilitates development as appropriate.
 7. Partner / collaborate with HR functional centers (TA, L& D, Benefits)
 - a. Provides feedback and input regarding HR functional center processes and programs
 - b. Ensures HRBP resources provide necessary support of HR functional processes and activities (i.e. benefits open enrollment, operations staffing, training programs, etc.)
 8. Liaison with payroll / IT
 - a. Maintains working relationship with payroll and ensures all employee information and changes are processed correctly and timely in support of payroll processes.
 - b. In collaboration with HRIS Administrator, ensures that all HRBP processes lead to accurate HRIS records / data retention.
 - c. Communicates with HR Applications Analyst (IT) and supports as necessary all HRIS system maintenance processes and upgrades.
-

9. Functional strategy and infrastructure

- a. Collaborates with other HR / and organizational leaders in the ongoing development and implementation of people and talent initiatives that are aligned with the overall mission and vision of the organization.
- b. Anticipates and plans for new / additional resources and infrastructure to support change

QUALIFICATIONS

Education and Experience

- BA or equivalent in Human Resources, Business or related field required.
- Graduate degree desired.
- A minimum of 15 years of progressive experience in Human Resources required.
- Five years in a managerial role required.
- Previous managerial experience in a manufacturing environment is preferred.
- Previous managerial experience in a multi-location / multi-state environment preferred.
- Previous experience in leading change in a rapid growth business is preferred.
- Minimum 3 years' experience with enterprise HRIS systems.
- Prior experience participating on or leading a systems conversion team preferred
- PHR, SPHR or similar certification preferred
- Active affiliation with HR networks and leaders in successful organizations is desired.

Knowledge & Skills

- Knowledge and experience in multiple areas of HR such as employee relations, recruitment / talent acquisition, organizational planning / development, risk management, and training preferred.
- Excellent written and spoken communication / presentation skills.
- Excellent interpersonal relationships building and employee coaching skills.
- Demonstrated ability to lead and develop staff.
- Demonstrated ability to be knowledgeable resource and thought partner to Executive Management.
- Advanced skills in Microsoft Office Suite.

REPORTING RELATIONSHIPS

Reports To:

- Vice President of Human Resources

Alternative Supervisor:

- CEO

Supervises (Direct Reports):

- HR Manager, GA – 1
- HR Business Partner CA Ops – 1
- Employee Relations Coordinator - 1
- HR Assistant – 1
- HRIS Administrator / HR Business Partner - 1
- Receptionist – 1

Supervises (Indirect Reports):

- Three staff in Georgia reporting to HR Manager

Note: This Position Description indicates the critical features of the role as they are presently envisioned. They are subject to change at any time due to business conditions or other reasons. The incumbent may be asked to perform other duties as required.

Brad Remillard, (949) 310 5659
the Longest Serving Retained Recruiter In Orange County

Please share with your networks. We are looking for HR Support for 6 months (now until June 2015) while one of our HR Managers is on Maternity Leave. Some of the details:

- Anaheim office soon to be Huntington Beach
- Prior Recruiting and HR Generalist experience
- Degree/HRCI Certified Preferred
- Able to work with all levels of staff
- Bilingual Preferred (Spanish)
- Adaptable and Flexible - starting hours may vary

If you know someone that may be a good fit, send them my way.

Paola Alvarez palvarez@reyesholdings.com
Contact: 714-712-2410

We are looking to add a top-notch **Senior Talent Acquisition Person** to join our growing team. The position is a corporate (in-house) role filling requisitions for all lines of businesses and levels. We have a lot of technical positions that come up, so a technical recruiting background would be very helpful but not necessary.

This position has visibility and access to all levels within the organization and great partnerships with our hiring managers. The environment is fast paced and mostly autonomous, so the right person needs to be disciplined and organized. This is a great role for someone with agency experience or who might be looking to get out of an agency environment.

If you know of anyone looking or might be interested, I would love to get your referrals. We have a great benefits package and a very competitive salary. Please feel free to reach out to me with any questions or for more information!

Keith Burchstead, SPHR, Senior Human Resources Manager
Technicolor - NA HRCC
Office: 818-260-4903 Cell: 818-209-5473
2255 Ontario Street, Suite 180, Burbank, CA 91504
