



**WI Hartford  
Job Posting Notice**

**Position (1 opening) – Human Resources Business Partner (HRBP)**

**Purpose of the Job**

HRBP adopts and assists with implementation of the plant's human resource strategy so that the plant attracts, hires, manages, develops and retains the employees it needs to achieve its current and future business objectives.

Direct corporate and plant human resource (HR) programs to ensure the organization's current and future HR requirements are met. These programs may include: recruitment; training, development; workforce planning; compliance; compensation/remuneration; benefits; performance evaluation/career development; organizational development; relocation; equal employment/affirmative action; coaching/counselling; health, safety and employee wellness; change management, HR administration; HR information systems; payroll; employee communications; employment relations. Liaise with members of the plant's leadership team to develop and implement local HR strategies and are consistent with the plant's overall Market strategy.

Must formulate partnerships across the HR function to deliver value-added service to leadership and employees that reflects the market objectives of the organization. The HRBP maintains an effective level of business literacy about the plant's financial position, its midrange plans, its culture and its competition.

**Essential Functions and Responsibilities** (*partial list*)

- Serves as a consultant to management leadership on human resource related issues.
- The successful HRBP acts as an employee champion, advocate and change agent.
- Communicating needs proactively with the Corporate HR department and business management, the HRBP seeks to develop integrated solutions.
- The role assesses and anticipates HR-related needs.
- Consults with line management, providing HR guidance when appropriate.
- Analyzes trends and metrics in partnership with the HR Corporate group to develop solutions, programs and policies.
- Manages and resolves complex employee relations issues. Conducts effective, thorough and objective investigations.
- Maintains in-depth knowledge of legal requirements related to day-to-day management of employees, reducing legal risks and ensuring regulatory compliance. Partners with HR Corporate as needed/required.
- Provides day-to-day performance management guidance to all levels of the plant's leadership (e.g., coaching, counselling, career development, disciplinary actions).
- Provides day-to-day HR administration for all HR functional areas.
- Works closely with management and employees to improve work relationships, culture, build morale, and increase productivity and retention.

**Knowledge, Skills & Education**

The successful candidate will have a Bachelor's degree in a related discipline and relevant industry experience. Minimum of 5 to 8 years' experience resolving complex employee relations issues. Working knowledge of multiple human resource disciplines, including compensation practices, organizational diagnosis, employee diversity, performance management, change management, HRIS, HR administration, employee communication, and federal and state respective employment laws. SHRM Certified Professional (SHRM-CP) or SHRM Senior Certified Professional (SHRM-SCP) credential or ability to obtain certification within one year of employment.