



## Human Resource Manager

**Posted by:** White Elephant Holdings Ltd.

**Posting date:** 04-Dec-2024      **Closing date:** 24-Dec-2024

**Education:** Bachelors Degree

**Language:** English

**Job location:** Chilliwack

**Salary:** \$60.00 Per Hour

**Years of Experience:** 1 year

**Vacancy:** 1

**Job Type:** Full Time

**Job id:** CAJ1729510

Expired

### Job description:

Job Description:

Salary: \$60.00 hourly /30 to 40 hours per week

Job Type: Full-time, Permanent

Start Date: As soon as possible

Language: English

Minimum Education: Bachelor's Degree

Position Available: 1

NOC Group: Human Resource Manager

NOC Job Title: Human Resource Manager

Job Location(s)

45793 Alexander Ave

Chilliwack, British Columbia

V2P 2M8

## Job Duties

- Conduct staff consultation and handle grievances.
- Develop a strategy and structure for day-to-day activities.
- Examine HR initiatives to ensure adherence to legal requirements and regulations.
- Create and put into effect policies and procedures.
- Plan, develop and implement recruitment strategies.
- Manage contracts, trainings and development strategies.
- Supervise the examination of employee data and information.
- Address employee inquiries and grievances.
- Recruit and hire staff.
- Conduct and carry out performance evaluations.
- Plan, organize, direct, control and evaluate daily operations.

## Education & Experience Requirement:

- Completion of Bachelor's degree or professional development program in the field is required.
- 1 year or less than 2 years experience in this field is required.

How to Apply:

Email: [whiteelephantbc@gmail.com](mailto:whiteelephantbc@gmail.com)

**Posted on [canadianjobportal.com](https://canadianjobportal.com)**