

POSITION AVAILABLE: HR / HUMAN RESOURCES MANAGER

Five Star Race Car Bodies, a privately held, fast growing expert in manufacturing quality large complex composite and molded plastic race car body panels and windows seeks an impact player and difference maker to join our team as our HR Manager / Human Resources Manager.

Are you a high-performing and dedicated HR Manager / Human Resources Manager with demonstrated HR experience overseeing all aspects of HR practices and processes? Do you like to work in a fast paced environment with shifting priorities and deadlines? Are you a problem solver with a meticulous attention to detail and possess experience working with high levels of confidentiality and quality in all actions? If so, we would like to talk with you about joining our team as our HR Manager Human Resources Manager!

HR MANAGER / HUMAN RESOURCES MANAGER RESPONSIBILITIES:

- Develop, organize and manage the administration of all human resources policies
- Maintain and enhance employee recruitment, hiring/selection, training and labor relations
- Support company standard operating procedures as the Safety Committee Chairperson and ensure full compliance and Quality Assurance goals of the company by following all safety standards and policies
- Process payroll, attendance as well as analyze and modify compensation benefit policies and insurance agreements.

HR MANAGER / HUMAN RESOURCES MANAGER QUALIFICATIONS:

- Bachelor's degree and 5+ years related experience
- Familiarity with all state, federal employment laws, FMLA, Employee Evaluation, Compensation and Benefits and Insurance Agreements
- Experience Managing Plant Safety, OSHA requirements and ISO:9001 a plus
- Proficient in Microsoft Office (Word, Excel, Power Point etc...)
- Strong written and verbal communication skills

If you have these qualifications and are looking for a tremendous opportunity for growth then YOU could be the perfect fit for our HR Manager / Human Resources Manager!

Five Star Race Car Bodies offers an aggressive compensation plan commensurate with experience and performance as well as a benefits package. Serious applicants only!

HOW TO APPLY

If interested and qualified, we are accepting applications at:

36728 89th St, Twin Lakes, WI 53181, Mon – Fri 8am – 5pm.

or submit a cover letter, resume and salary history to

haleyderrick@fivestarbodies.com.

