

## Human Resource Officer

Our client is looking for an experienced and energetic HR professional to join their busy Human Resource department.

The ideal candidate will have a minimum of five (5) years' HR experience, with at least 3 years' working at an Officer level providing generalist HR services to include: staff recruitment and relocation, performance management, employee relations, coordination of support services (i.e. secretarial coverage, absences etc.) and Immigration processing.

A working knowledge of the Employment Act, 2000 and Work Permit Policy is a requirement of the role.

The successful individual must also possess excellent communication and organisational skills; be able to multi-task effectively, and maintain a superior performance standard while working in a challenging and high-pressure environment.

Qualified applicants please submit a detailed resume along with two (2) employment references to Laura Jackson via email: [laura@iep.bm](mailto:laura@iep.bm) or via mail: Island Employment Partners Ltd. #9 Par La Ville Road, 2<sup>nd</sup> Floor, Hamilton HM 11.

**Closing date for applications:  
Tuesday, 25 September 2012**



### Island Employment Partners Ltd.

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Submit a detailed  
resume or schedule  
a confidential  
meeting:

**Laura Jackson**  
**441.296.0497**  
**[laura@iep.bm](mailto:laura@iep.bm)**  
**[www.iep.bm](http://www.iep.bm)**

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