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Human Resource Generalist

Our client, a local organization assisting in the commercial and residential development of our island is seeking a dynamic, self-motivated professional for the role of Human Resource Generalist to join their evolving organization.

Reporting directly to the General Manager, the successful applicant will be responsible for all human resource activities for the company, including providing advice, assistance and follow-up on company policies, procedures, and documentation. The individual in this senior role will also coordinate the resolution of specific policy-related and procedural matters and inquiries.

The successful candidate will have a University degree with a major in Human Resource Management or related field and a minimum of 4 years' experience in a generalist role with knowledge of multiple human resource disciplines. Familiarity with Bermuda's employment legislation will be critical.

Applicants must be willing to meet the challenges of a very demanding development company and be prepared to be an active contributor to the success of the Corporation.

Applicants must also have excellent computer skills, particularly in the use of Microsoft Office applications. Knowledge and use of Great Plains would be advantageous.

Only Bermudians or spouses of Bermudians need apply.

To apply please send your resume to bdajobs@expertise.bm or apply online at www.BermudaJOBS.com.

All enquiries will be dealt with in strict confidence.

Closing Date: May 23, 2014