Are you an experienced **Human Resources Manager**who embraces new HR strategies, thrives on being a catalyst for organizational and people growth, and has experience helping an organization scale while staying in compliance with all federal, state, and local laws?

If yes, this is the perfect opportunity for you. Electronic Imaging Materials, Inc. is a second-generation family business specializing in made-to-order solutions to help solve our customers' labeling challenges. We are looking to hire our first HR Manager to support change management and people initiatives.

**Impact:**

As our **HR Manager**, you will both develop strategic ideas and execute on tactical projects for all areas of HR services. This role will shape a culture of continuous improvement and engagement that values diversity, equity, inclusion, and belonging.

We seek a trusted advisor who is a thought leader for organizational development, people-related initiatives, and HR risk and mitigation. This role will report to the Director of Operations and have one direct report. This is a hybrid position requiring80% of work to be performed onsite.

**Essential Areas of Responsibility and Key Outcomes:**

* Partner with leadership team to identify and address critical business needs and achieve goals supporting our long-range business strategy, including overseeing people initiatives that support a thriving work culture.
* As the team grows to 50+ employees, ensure compliance with labor laws for all policies, procedures, tools, communications, and other initiatives.
* Lead talent acquisition strategies that attract talent, ascertain a positive job-fit, ensure effective onboarding, support engagement and retention, and encourage growth via internal mobility.
* Develop and facilitate people development programs that support employee advancement through talent reviews, performance management practices, learning and development opportunities, and succession planning.
* Establish collaborative relationship with your direct report to develop and implement HR strategies and execute on tactical priorities.
* Oversee and perform core HR services such as payroll, benefits, compliance, recruiting, onboarding, offboarding, and effectively resolve employee relations matters.

**Qualifications:**

* 5+ years of demonstrated HR experience, manufacturing plant experience preferred.
* Bachelor’s degree in human resource management, business and/or related field, SHRM-CP, SHRM-SCP, or other HR certification preferred.
* Excellent knowledge of federal, state, and local labor laws.
* Demonstrated expertise in HR services including supervising people and programs, influencing effective resolution of complex problems, and leveraging HRIS tools and technology to improve efficiency.

**For more details or to apply:** <https://eiminc.bamboohr.com/careers/89?source=aWQ9Mjg%3D>