

# CAREER OPPORTUNITY

## MANAGER – HUMAN RESOURCES

### Mandate/Overview:

- reporting directly to Canadian/North American - President based in Mississauga, Ontario with matrix reporting relationship to Global VPHR based in Europe - liaison with Head Office - Group Human Resources Team
- Canadian/North American - President is seeking HR guidance/expertise from a “polished/Professional HR Leader” - a genuine HR Business Partner ... to augment the Leadership Team
- Fundamental skill base requires direct HR expertise working with Provincial Employment Legislation, Standards and Practices (including Ontario, all Provinces & Territories across Canada, as well as, exposure to US/local State Employment)
- to “help” the President and Canadian/North American Leadership Team from a strategic and “hands-on” - HR perspective on all HR matters - to counsel Managers/Colleagues on all related HR matters, activities and issues
- Bringing People together ... Building, Fostering & Sustaining a Corporate Culture of “genuineTeamwork”

### Location:

- position is located in the organization’s Canadian/North American Head Office in Mississauga, Ontario
- Offices and stand-alone production/assembly/distribution facility (close proximity to Pearson Airport - GTA)

### Client/Employer Profile + Challenges/Responsibilities:

- Multi-Billion \$ - Global Employer - OEM Aftermarket/Automotive Parts Sales - 8,000+ Employees Worldwide
- Canadian Subsidiary - 115-120 Employees - (Head Office location = 85 Employees/Executive Leadership Team) = \$100+ million revenues
- Federal Government Contractor
- HR support to a New Division in the US (Michigan) area (total of 7 Employees), as well as, over 20+ Field Sales Reps - “home based” Sales Professionals across Canada and the US
- To also, provide external HR support to another “Division” within the Corporation for a facility in Vaughan, Ontario with 100+ Employees
- Take the HR function to the “next level” - working with established HR practices, bring an innovative approach to HR while meeting the needs of all Stakeholders encompassing: Management of the HR Budget, Diversity/Diverse Workforce, Strategic HR Planning, HR Policies and Procedures, Recruitment & Selection - managing staffing in accordance with peak periods and alternative periods, improving and building HRIS/HR Automation, HR/Employment Compliance, Health & Safety, Performance Management, Training & Development, Succession Planning, Job Evaluation/Salary Administration, Incentive Compensation, HR Coaching & Mentoring, Employees Benefits (Administration), Recognition & Service Awards, Annual Employee Surveys, Health & Wellness Programs (STD/LTD/WSIB, etc.), Employee Relations/Facilitating Successful Outcomes, Representing the Organization in all HR legal matters (including mediation and/or arbitration), Supporting Quality, Product Standards/Production Excellence, Legal, Compliance, Environmental, Recycling & Sustainability Initiatives, as well as, responsible, tactful equitable, Employee Terminations (if required or when applicable), provide Leadership for potential or emerging - Specific/Special Projects

### Requirements/Qualifications:

- Contemporary/Progressive HR Professional with 10+ years' - broad based "generalist" experience
- Confidential, Timely, Discrete Leader with a Sense of Urgency ... Reputable, High Integrity, Genuine Character - Forward Thinker, Innovative yet ... "Grounded"
- Excellent Computer Skills - Microsoft Office Suite Applications, HRIS, possibly SAP Concur software experience (advantageous)
- Relationship Professional for "all levels" - Executives, Board of Directors, Employees, the "shop floor" and External Parties
- University Degree together with Professional HR Accreditation (CHRP)
- Health & Safety Certification (an asset)
- Exceptional Presentations & Accomplished Organizational/Communications Practitioner
- Both Strategic and "Hands-On" HR Manager - "getting things done" ...
- Experience in the Management and Supervision of direct reports
- Career Experience within a manufacturing organization is preferred (however, HR experience within an automotive manufacturing environment ... could be advantageous)
- Working Environment - Pleasant, Professional Corporate Office Environment, Production & Distribution Facilities
- Occasional, Intermittent Travel to Company locations locally in and around the GTA, and/or across Canada, the US (Michigan), etc. - Europe

### Opportunity/Package

- Competitive Base Salary
- Annual 15% "max" payout of base salary vs. performance metrics/performance criteria
- Comprehensive Benefits
- Matching RRSP Program
- Great Corporate Culture & Professional Working Environment
- FLEX HOURS

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Please respond in confidence quoting **File # 2018 – 08** to: [tt@gmmcs.com](mailto:tt@gmmcs.com) with a covering letter and resume (using Microsoft Word as a file attachment). We thank all applicants for their interest. Only those under consideration will be contacted.



*Human Resource, Organizational & Career Development Consultants*

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