



Human Resources Generalist \$75K+

One of Toronto's Top Employers, this nation-wide financial services corporation is looking for a strong Human Resources Generalist.

The role reports into the VP, Human Resources and will be involved in and responsible for, a wide range of HR programs and initiatives including:

- Recruitment, sourcing and employee retention
- Managing the payroll process
- Employee relations and issue resolution
- Overseeing the maintenance of HR records and the database
- Assisting with metrics and reporting
- Monitoring the annual performance review and incentive process
- Training and development; identifying needs, development and delivery of programs
- Managing HR & Payroll staff

The requirements include 5+ years working experience in an HR Generalist role; a post-secondary degree; and completion of the CHRP. Relevant industry experience is an asset. Also needed are well-developed problem-solving, time management and interpersonal skills. This is very team-oriented group so relationship building is key.

Please email your resume to recruitment consultant Catherine Wilson at cwilson@profileconsultants.com and quote reference number CW-940P.