



Job Posting

**Human Resources Generalist (18 Month Full Time Contract)
(Salary Range: \$66,466 - \$74,802 annually)
Human Resources Department**

The County of Grey is currently recruiting for a highly motivated individual to fill the role of Human Resources Generalist in our Human Resources Department.

Reporting to the Director of Human Resources, the HR Generalist is responsible for a variety of human resource functions, primarily for our three (3) Long Term Care facilities in the County.

This includes effective planning, direction, and management of the various components of human resource initiatives, and will provide direct support, advice, and counsel to Long Term Care administration. Time is split between being on-site at each facility and in the corporate Human Resources office to provide assistance with disability management, recruitment, corporate human resources policies and procedures, collective agreement administration, and identifying potential issues and grievances.

The successful candidate must have proven investigative and analytical skills, and the ability to interpret statistical data, along with excellent interpersonal and communication skills. A 3-year post-secondary diploma with Human Resources specialty and minimum 3 years of experience in a Human Resources Generalist position, preferably within a unionized environment with municipal and/or healthcare experience.

Candidates for the above position are invited to submit resumes prior to **Friday, August 20, 2021 at 4:30 p.m.** to:

Jennifer Moreau, Director of Human Resources
The County of Grey
595 9th Avenue East
Owen Sound ON N4K 3E3
Fax: (519) 376-4082
Email: jennifer.moreau@grey.ca
Web: grey.ca/employment/

We would like to take this opportunity to thank all applicants. Only those to be interviewed will be contacted.

Any personal information submitted will be managed in accordance with the requirements of the Municipal Freedom of Information and Protection of Privacy Act, and will be used only to determine eligibility for employment.

Based on the nature of the position, pre-employment screening may be required including but not limited to; Criminal Record Searches, Financial Credit Inquiries; Educational and Credential Verification; Driver's Abstracts; Drug/Alcohol Testing; Pre-Medical Testing and Investigative Employment References.

The County of Grey is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.