

HUMAN RESOURCES MANAGER

Human resources managers plan, direct, and coordinate the administrative functions of an organization. They oversee the recruiting, interviewing, and hiring of new staff and serve as a link between an organization's management and its employees.

WHAT RESPONSIBILITIES WILL I HAVE?

- Implement and support the policies and practices that are consistent with the philosophy of the company
- Have an understanding of human resource laws in order to ensure the company is compliant with laws and regulations
- Serve as the company representative in termination hearings
- Partner with other members of the human resources department to ensure consistent overall human resources leadership and procedures
- Conducts new hire on-boarding and early engagement for all new employees
- Recruit and interview new talent
- Serve as an advisor for human resources issues to leadership
- Find innovative ways to recruit and retain new talent
- In collaboration with accounting department, advise employees on benefits and pay issues
- Provide management with human resource related information reports
- Work with individual in charge of payroll regarding pay, absences, and time reporting matters
- Provide direction to employees on all human resource related policies and procedures
- Conduct human resource audits and risk assessments
- Handle resolving employee conflict



WHAT EDUCATION & TRAINING IS REQUIRED?

Bachelor's degree in human resources or other business-related degree; many require Society for HR Management (SHRM) or Senior Professional in HR (SPHR) certifications

THE FOLLOWING HIGH SCHOOL COURSES ARE RECOMMENDED...

Agricultural education, mathematics, statistics, accounting, psychology, Spanish

TYPICAL EMPLOYERS

Most medium to large-scale agricultural companies

FUTURE JOB MARKET/OUTLOOK



SUGGESTED PROFESSIONAL ORGANIZATIONS & ASSOCIATIONS

- Society for Human Resource Management
- National Human Resources Association

AVERAGE ANNUAL FULL-TIME SALARY

\$78,000