

Job Description

POSITION SUMMARY

The Human Resources Manager is a proactive business partner responsible for all aspects of managing human assets including, but not limited to, workforce planning and development; safety, WC, benefits and compliance with all state and federal laws. Candidates skilled in HR metrics, business analyses and located in the area are given preference.

SCOPE OF ROLES

- Stays current on employment and labor laws at the state and federal level.
- Keeps management informed of upcoming law changes as well as assessing and recommending Valley Pride responses to changes in the law
- Takes the lead in Interactions with OSHA, EEOC, Federal immigration agencies, the US Department of Labor and any other regulatory agency.
- Manages and documents the hiring, onboarding, required training and development of employees including maintaining training databases
- Assures legally-compliant and thoroughly-documented PFL, FMLA and other leave management.
- Capable of in depth analyses on a variety of issues relating to human capital and astute at making recommendations.
- Oversees H2A program by identifying optimal candidates, planning and executing recruitment, selection, and maintaining contact with pools of qualified individuals.
- Guides, trains and advises company supervisors and managers on employee and employer rights and responsibilities and maintaining positive employee relations
- Understands the critical business issues that arise from human resources and develops sound recommendations and best practices to guarantee effective management of the organization's human capital.
- Works with safety to create the training and discipline to build and maintain a safety-conscious culture company-wide.
- Develop metrics for measuring safety throughout the company and uses those metrics to implement comprehensive plans to reduce incidents and lower rates.
- Regularly reviews Workers' Compensation statistics and, in consultation with insurance company, works to reduce injuries and time off work.
- Conducts, documents and makes recommendations relating to investigations on all personnel issues including allegations of harassment, discrimination, injuries etc.
- Supervises safety in their conduct of the farm labor vehicle driver training program as well as the maintenance of DOT files and related records.
- In close partnership with OMF WC manager, provides leadership and direction regarding accident and injury investigation.
- Coordinates light duty work with employee, supervisor, and physician and WC carrier.
- Conduct comprehensive loss and claims management and analysis; follow up with all internal/external parties involved to expedite claims to closure

SKILLS, ABILITIES AND REQUIREMENTS

- Bachelor's degree in human resources, business administration or related field.
- Preferences given to PHRca
- Minimum 5-7 years of proven management experience in human resources and/or safety, preferably in an agricultural environment (harvesting and field operations).
- Must be an effective hands-on manager capable of resolving any organizational issues
- Possess solid knowledge of California and Arizona Wage and Hour laws; federal and state laws relating to employee rights and employer responsibilities including the National Labor Relations Act, the California Agricultural Labor Relations Act
- Bi-lingual and biliterate in English/Spanish and prior experience working in a bilingual, bi-cultural environment
- Travel to remote company locations, including the following valleys: Salinas, Coachella, Yuma, and Huron as required.
- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint) and other computer software programs as needed.
- Must be able to work independently, prioritize responsibilities, and meet deadlines.
- Valid class C California driver's license.

ABOUT US

Headquartered in Salinas, California near Monterey Bay, Valley Pride Inc. harvests and packages crops in the Salinas Valley, Huron, Coachella, California and Yuma, Arizona. Our operations are year-round, with year-round harvesting in California and Arizona during the winter season.

To apply, please email your resume to ginamdemiranda@gmail.com