



TM GE Automation Systems LLC

Office: 1325 Electric Road, Suite 200, Roanoke, VA 24018 USA
Mailing Address: 2060 Cook Drive, Salem, VA 24153 USA

Job # P5208

Job Title: HR Generalist	Location: Roanoke, VA, USA
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Business Unit/Department:
Human Resources

- Job Responsibilities:**
- Providing leadership, support and expertise to all areas of the organization for full range of HR functions, including employee relations, training & development, compensation & benefits, recruitment & selection, change management, HRIS and risk management
 - Identifying process improvement needs in department and organization HR processes in all functional areas, and developing, implementing and monitoring those improvements
 - Developing effective and collaborative relationships with internal customers and suppliers, domestically and internationally, to achieve functional and organizational goals

- Minimum Qualifications:**
- Bachelor's degree in related field or equivalent work experience
 - 5 years HR generalist experience or progressively increasing experience in more than 1 functional HR area
 - Demonstrated process improvement capability
 - Demonstrated knowledge of applicable legislation and regulatory guidelines and its impact on HR related activities
 - Flexible and friendly approach to internal and external contacts
 - Demonstrated skills in planning, organizing, independent decision-making, managing conflicting priorities, influencing, negotiating, detail-orientation, accuracy, verbal and written communication, and creative problem-solving; sound business judgment; and the drive to achieve results
 - Proficiency in MS Office
 - Working knowledge of an HRIS
 - Travel less than 10%

- Desired Qualifications:**
- Experience developing and leading training modules on HR related subjects
 - Experience developing and implementing performance management systems using a 360 feedback approach
 - Experience in job analysis and evaluation
 - Experience in compensation design
 - Experience in an engineering environment and/or in industries served by TMEIC GE
 - Experience working in an international environment
 - Oracle proficiency
 - PHR/SPHR/GPHR

Direct Link to online application <http://www.tmge.com/hr/app.php>

In order to be considered for a job opening, all applicants must complete an on-line job application, in full, for each job opening. A resume can be attached to the on-line application but is NOT considered a substitute for the information in the application. Applications are not accepted for positions not posted. Current Job Listings, along with our application, can be found on our website at www.tmge.com, click on Career Opportunities. Please, no phone calls.
We are an Equal Employment Opportunity Employer & Affirmative Action Employer

