



HUMAN RESOURCES MANAGER

Oxford Pallet is a growing company of 90 employees and is located in southwestern Ontario's farming community. It is considered to be, a progressive and environmental friendly company with one of its most important assets its employees. It also encourages a good moral and religious atmosphere.

Job Summary

The Human Resources Manager has overall plant/site responsibility for the HR function as it relates to the delivery and execution of Human Resources and all Health & Safety standards and guidelines. The position requires strategic and hands on HR expertise and actively manage and promote a healthy and safe work environment.

Key Accountabilities

Job duties will include the following but is not limited to additional requirements as outlined in the job description....recruitment, attendance, HRIS, discipline, communication, training, termination, compensation, benefits, pension, employee relations, meetings, health and safety, wsib, transportation duties.

Qualifications

Education in the Human Resources field as well as 5 years experience are requirements for this position. Remuneration will be between \$55,000 to \$70,000 dependant on experience.

- Anticipated start day May 2023

To apply submit a cover letter and resume to theo@oxfordpallet.com