



Senior Human Resources Generalist The Jouta Performance Group

Senior Human Resources Generalist

Working closely with the HR Team, you will provide the uncompromised service our clients have come to expect from us. Drawing on your senior level generalist experience, you will be responsible for everything from tracking vacations and preparing employee handbooks to developing and presenting performance development processes. As part of the HR consulting team, you will foster relationships with our clients within their offices as well as offsite and keep a close eye on their HR practices in order to recommend and implement solutions to their HR issues. This is a roll-up-your-sleeves and dig in kind of role.

To be successful in this role, you will bring your solid HR knowledge of people practices and procedures acquired through a minimum of 7-10 years' experience in an HR generalist role. You are self-motivated, autonomous and can handle multiple projects simultaneously. You have excellent communication skills, both written and verbal. With high standards for quality and detail, you have a proven ability to organize, plan, implement and meet/exceed commitments.

If you are motivated by challenge and passionate about making a difference; if you enjoy working within a collaborative and dynamic organizational structure and if you are confident you will demonstrate a commitment to the [Jouta 2014 vision](#) that guides us as an organization...

...we welcome you to help us bridge the gap between organizations and people!

Please submit your cover letter and resume in confidence to: careers@jouta.com. To learn more about Jouta, please visit www.jouta.com.