



Human Resources Manager
EYE-Q VISION CARE

Job Announcement

EYE-Q Vision Care, a Fresno leading comprehensive eye care provider since 1956, is seeking a Human Resources Manager to join its team. This fast-paced position is responsible for leading all human resources functions including: employment, talent management, compensation, employee relations, training and development, risk management, workers' compensation, leaves of absence, and benefits administration.

Requirements:

Successful candidate will possess the following qualifications OR any combination of knowledge, skills and experience demonstrating the ability to successfully perform the job:

- Five years of progressive human resources experience, including supervising staff;
- Bachelor's degree in human resources, business or related field of study;
- PHR/SPHR certification;
- Track record of success in a fast-paced work environment;
- Experience in a health care environment a plus;
- Extensive knowledge of state and federal employment laws and incorporating into policies, procedures and practices;
- Proficient in Microsoft Office Suite, Human Resources Information Systems (HRIS) and timekeeping and payroll software; and,
- Effective organizational, written, and verbal communication skills.

Position offers competitive salary with benefits.

Please send resume and cover letter including salary requirements to Careers@eyegvc.com before December 8, 2017.

An Equal Employment Opportunity Employer.