

# Human Resources Director

## *Twin Motors Ltd.*

Are you looking for an exciting Career in Human Resources?

Look no further than the H5 Group of Companies – The future you want is within reach!

H5 Group of Companies is a family owned and operated company which includes numerous automotive businesses (eg. full sales and service vehicle dealerships, autobody shops and vehicle rentals) in Manitoba. The majority of our businesses are located in the beautiful northern part of the province, which offers an awesome outdoor and family-friendly lifestyle. We offer a fun, fast paced work environment with great working conditions, career development opportunities, and competitive pay and benefits. We pride ourselves on our values and allowing for that work-life balance that is so often hard to find. We encourage you to let us invest in your success, as you invest in ours. If you are looking for more than a job, but a satisfying career, apply today and begin your Human Resources career with the H5 Group of Companies!

### **Human Resources Director**

You will have the opportunity to oversee the full scope of Human Resource activities for the H5 Group of Companies. Responsibilities include overseeing the Human Resources team and maintaining, developing and administering programs and policies related to recruitment and retention, employee relations, performance management, training and development, compensation and benefits, recognition and employee engagement, and legislative compliance. Working with the Executive Team, you will help to proactively plan for the future of the H5 Group of Companies.

### **What's In It For You?**

- Growing your career in the Human Resources field.
- A comprehensive and competitive pay and benefits package, including a Retirement Benefit Program.
- Relocation assistance, if required.
- Vehicle purchase and service incentives.
- A fun, fast-paced work environment.
- A wonderful outdoor and family lifestyle, with our communities also offering other recreational activities (eg. wellness centre), multiple - K-12 schools, post-secondary opportunities and all other amenities.

***This position is located in The Pas, MB. Another H5 location may be considered (i.e. Flin Flon, MB).  
Start Date for this position is May 3, 2022. This may be flexible based on the successful candidate's availability.***

### **What do we consider for this career opportunity?**

- A minimum of a Bachelor's degree in Human Resources Management or a related field. · A diploma in Human Resources or a related field will be considered with multiple years of related experience.
- In-depth knowledge and experience with Human Resources best practices, policies and procedures.
- Strong and positive interpersonal and verbal and written communication skills. · Strong organizational and time-management skills and the ability to complete projects.
- Ability to exercise initiative and sound judgment.
- Customer-Service focus (internally and externally).
- Experience with the development and delivery of related training sessions.
- Supervisory experience.
- Proficiency in the use of technology (eg. email, internet, HRIS systems)
- Ability to travel (by road) to various business locations.
- An understanding of the automotive industry and related Human Resources experience within the industry will be considered assets.

### **About the Position Responsibilities:**

- Plan, lead, develop, coordinate, and implement Human Resources policies, procedures, best practices, training and recognition initiatives, and surveys.
- Administer Human Resource programs including, but not limited to: recruitment (including immigration procedures), onboarding and retention, exit surveys and succession planning, training, development and certification, compensation and benefits, employee relations matters including complaint management and mediation, job descriptions, performance review and management, recognition and morale, safety and health and other legislative compliance.
- Act as a trusted advisor to managers and employees regarding all human resource management issues. Work with managers to ensure compliance with all relevant legislative requirements, and to ensure consistent application of all policies and procedures across the H5 Group of Companies.
- Advise managers and employees on the interpretation and application of policies and procedures.
- Develop and deliver related training sessions for managers and employees.
- Conduct research and analysis of organizational trends including review of reports and metrics from the HR4 Dealership system and related employee surveys.
- Monitor and ensure H5 Group of Company is in compliance with all related employment laws and regulations and recommended best practices. Review and recommend to the Executive Team revisions to policies and practices to maintain compliance
- Work in conjunction with the Executive Team to create a working environment consistent with the values and goals of the H5 Group of Companies that emphasizes quality, employee engagement, customer service, and high performance.
- Any other matters related to Human Resources as and when requested by the Executive Team.

The closing date for applications is April 30th, 2022

Please include a cover letter, resume, and three references with your application. Applicants may request a reasonable accommodation if required during the application and recruitment process.

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Feel free to contact us for more information: Karen Haukaas, CFO, [karen.haukaas@twinmotors.ca](mailto:karen.haukaas@twinmotors.ca)) or look us up on the web for more details on our businesses and the communities we serve.

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