



HR Advisor – Brandon, MB

The Opportunity:

The HR Advisor position at Brandon provides Human Resources and Labour Relations services and support to a pork manufacturing plant employing approximately 150 salaried and 2000 unionized employees operating on a day, evening and night shift rotation schedule.

A snapshot of some of the exciting things you will lead and do:

- Investigate, resolve, and track employee complaints and work-related issues.
- Represent the Company in Joint Labour Relations meetings with the local Union executive and representative(s).
- Facilitate the grievance resolution process, and is the primary Company representative through Step 2 of the grievance resolution process; and acts as a resource/support to the Senior HR Advisor during subsequent steps (i.e. mediation, arbitration).
- Advise the Recruitment Specialist regarding internal and external recruitment and selection for hourly and salaried positions.
- Assist and coach supervisors in determining appropriate corrective action, conflict resolution, and performance management techniques for their employees .
- Advise and assist supervisors in interpreting and applying various HR-related Standard Operating Procedures, Company policies, and the appropriate provisions of the Collective Bargaining Agreement.
- Ensure the plant is in compliance with applicable legislation and corporate HR standards.
- Track, maintain and report plant-specific labour and employee relations data and metrics.
- Participate as a presenter and administrator in employee orientation.
- Develop and publish in-house Standard Operating Procedures as needed.
- Participate in production floor Safety Reviews with supervisors.
- Work in an industrial plant setting.
- Travel to Local union office may be required.

What we have to offer you:

- Be part of a company with an inspiring and unique vision, with a deep commitment to sustainability and expanding its leadership in sustainable protein across North America
- Professional and career development opportunities supported by our commitment to talent development through our partnership with the Ivey School of Business.
- Competitive Health and Wellness benefits that start on your first day of employment
- Defined Contribution Pension Plan
- Commitment to Learning – courses, resources and tools provided to all employees
- Employee Assistance Program

What you will bring:

- Minimum two years of Human Resources Advisor experience in a medium to large sized company, preferably in manufacturing.
- Experience in a unionized setting.
- Experience working with a multicultural employee groups.
- University Degree in Human Resources Management, Business or Commerce; Diploma in Human Resources Management; or related equivalent experience.
- CPHR Designation or in progress preferred.
- Experience leading and participating in projects, presentations, lunch n' learns, etc.
- Excellent communication and interpersonal skills.
- Highly developed organizational, prioritization, and time management skills.
- Excellent Microsoft Office and typing skills.
- Significant understanding of Manitoba employment legislation and labour relations practices.
- Practiced in handling confidential issues in a discretionary and sensitive manner.
- Comfortable in fast-paced settings demanding a high level of efficiency.

How to apply:

If you are willing to step into a new and exciting career, please send us your resume, cover letter and required certificates by applying to: <https://careers.mapleleaffoods.com./>