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Salary dependent

on experience.

Location Halton.

Minimum 3 years.

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Person (possibility of full-

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fax: 905-875-2081.

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Part-time

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 Offer proactive business advice to clients Participate in various consulting engagements Participate in marketing functions & activities •Identify and develop new opportunities for additional accounting and consulting services ≥ Ability to supervise and mentor junior team members to assist in their development and

Qualifications and Competencies:

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Drivers

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Interested applicants, please submit resume with salary expectations in confidence to:

Human Resources 287 Armstrong Avenue Email: hrplant@unilock.com

Unilock regrets that due to the volume of applicants only those selected for an interview will be contacted.

patient transport company. Valid driver's license&excellent driving record required. Experience in healthcare field an asset.

Georgetown, Ontario L7G 4X6

GEO-FOUNDATIONS CONTRACTORS INC **Human Resources Generalist**

GEO-Foundations, a growing, dynamic and progressive construction company based in Acton, is seeking a Human Resources professional to support the "people" within the organization, on a three-day per week basis. We are looking for a Human Resources Generalist to take responsibility for dealing with a broad range of human resources functions and administration. The HR Generalist will assist in the administration, implementation and monitoring of approved human resources programs and provide day-to-day support and solutions to employees in relation to all areas of the HR function. The right individual will enjoy working with a variety of people and will thrive with a wide variety of responsibilities.

Responsibilities include:

Reporting to the Controller, the Human Resources Generalist will play a key role in the provision of professional human resources services to management and employees. This includes recruitment, employee relations, conflict resolution, pension and benefits, policy development and implementation, training, compensation and change initiatives. This position is also responsible for assisting with writing resumes as part of client proposals and coordinating company events and social activities.

Qualifications:

You have a minimum of 3 years experience in Human Resources and a diploma or post-graduate certificate in Human Resources. You are a compassionate, positive, team player with the ability to build and maintain a good rapport with employees. An adept communicator, you can thoughtfully assess situations to determine priorities and understand the importance of confidentiality. You enjoy coordinating company events and your computer skills in a Microsoft environment are excellent. CHRP designation or working towards it would be an asset.

> We thank all applicants for their interest however, only those who are selected for interview will be contacted. Please submit your résumé in confidence to:

Email: kkelly@geo-foundations.com OR fax: 519-853-5847

General Help

Technical/Skilled **Trades**

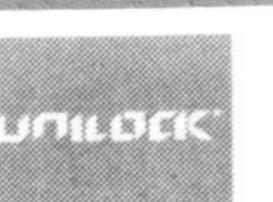
Trades

Technical/Skilled

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