

Jump Recruitment is currently seeking a strategic business partner for the permanent, full-time position of **Human Resources Manager** for our client, **North Atlantic**, based in St. John's, Newfoundland and Labrador.

WHO WE ARE:

North Atlantic is a diverse and growing, province-wide leader in retail gas and convenience, residential, commercial, and wholesale fuels. For over 30 years, we've built our reputation on quality products, extraordinary service, and support for local communities. With our people first approach, North Atlantic looks for dynamic individuals who take initiative and who are committed to fostering a strong team environment. We want people who are known for their positive attitude, genuine communications, and personal drive. As we advance our business for the future, North Atlantic is driven to developing efficient and green energy solutions aligned to the needs of the world in which we live. Committed to sustainable and responsible business practices, we're driving industry forward, supporting new skills and new jobs for this ever-evolving landscape. For more information about North Atlantic, please visit www.northatlantic.ca.

THE ROLE:

Reporting to the President, the **Human Resources Manager** plays an essential leadership role by developing and executing HR best practice strategies that align with the organization's goals and objectives. The HR Manager will collaborate with leadership to create and maintain an organizational environment that encourages excellence, collaboration, inclusion, and professionalism. Accountable to provide strategy and direction in the following areas:

KEY FUNCTIONS:

- *Leadership* – Lead and coach a team of HR professionals to successfully support current and future business strategies while mitigating operational HR related risks.
- *Workforce & Succession Planning* – Lead workforce and succession planning initiatives to ensure continuity of workplace needs, culture, and sustained growth. Develop, monitor, and execute career path growth to employees, providing support and coaching to managers.
- *Talent Acquisition* – Lead the full cycle recruitment and selection strategy including executing onboarding initiatives to attract and retain top talent.
- *Performance Management* – Develop and implement performance management processes and programs to enhance employee engagement and to create a culture of performance. Provide coaching and guidance to managers on performance-related matters. Work with leadership to identify and address performance trends.
- *People Development* – Promote continuous professional development of employees and leaders by creating an organizational learning plan that grows skills, behaviors, and competencies.
- *Employee Engagement* – Establish and develop employee engagement initiatives to foster collaboration, solicit ideas, and provide recognition/rewards and awareness regarding people-related tools, programs, and resources.
- *Employee Relations* – Foster a positive work environment by promoting open communication and addressing employee concerns. Conduct investigations and resolve conflicts in a fair and timely manner.
- *Compensation, Payroll & Benefits* – Update and implement the compensation program by conducting annual salary surveys and developing the salary budget. Manage and oversee payroll and benefits administration.
- *HR Key Performance Indicators & Policies* – Leverage and report on people analytics including turnover, demographics, and compensation data to identify trends and proactively address future requirements.
- *HR Best Practices* – Develop, implement, manage and ensure compliance of HR best practices, policies and procedures that align with the organization's goals and objectives.
- *Records Management* – Maintain files ensuring required documentation is complete for internal control, follow internal practices regarding access to information, and maintain strict confidentiality.

OUR IDEAL CANDIDATE:

- Experienced HR leader (10+ years) who is comfortable working at both the strategic and operational level.
- Relevant university degree (e.g., Business/Commerce) with a concentration in Human Resources.
- Chartered Professional in HR (CPHR) designation or significant work toward achieving the designation.
- Experience creating a culture of high performance through the development and implementation of performance management frameworks.
- Demonstrated high level of accountability, integrity, and ethics with steadfast resolve.
- Strong professional judgment, analytical, problem-solving, decision-making, and conflict resolution skills.
- Excellent communication skills (verbal and written) with the ability to communicate with people at all levels.
- Strong facilitation skills and ability to design, deliver, and manage HR programs.
- Skilled in using empathy and sound judgment when dealing with sensitive situations.
- Demonstrated ability to build and foster strong relationships internally and with external key stakeholders.
- Proven ability to develop and maintain a network of HR professionals, participation in associations (*where appropriate*) to stay current with progressive HR practices and trends.
- An equivalent combination of education and experience may be considered.

WE PUT PEOPLE FIRST:

- We offer a competitive compensation and benefits package which includes Health and Dental, Wellness Program, Short-Term and Long-Term Disability, Life Insurance, company Pension Plan with employer contribution, Employee and Family Assistance Program, free on-site parking, and employee engagement activities.

HOW TO APPLY: Apply in strictest confidence to <https://jumpcareers.ca/bullhorn/#/jobs/1194>

If you are a strategic HR leader who is curious and willing to challenge the status quo and is always looking for ways to improve and progress, join the North Atlantic team today! For more information, please contact:

Christine Phillips | HR Consultant & Executive Recruiter | christine@jumpcareers.ca |
Jump Recruitment | <https://www.jumpcareers.ca/>

At JUMP Recruitment we recognize the value of diversity and are committed to making intentional steps toward building inclusive teams that better reflect the communities JUMP and the organizations we serve operate within. We believe that inclusion is not just about making room at the table but about seeking out talent through a diversity lens and letting everyone know that their unique perspectives are important contributions to building stronger workplaces in a changing world. We encourage all qualified candidates to apply for our posted positions. We welcome candidates to self-identify or make our recruitment team aware of any potential accommodations they may need during the recruitment process. This opportunity is only available for candidates legally entitled to work in Canada. We thank all applicants for their interest, however, only those candidates being considered for an interview will be contacted.

#htijobs