



Staffing Manager

FEATURES AND BENEFITS:

- Medical, Vision and Dental
- Employee Assistance Program
- Virtual Doctor Visits through Teledoc
- Group Life Insurance Paid by Employer for 1x employee's salary
- Vision, Short and Long-Term Disability, Additional Life Insurance, Flexible Spending Account – Voluntary Benefit Options
- 401(k) Plan with discretionary match
- Competitive PTO days (up to 5 weeks through tenure and accrual)
- 9 paid holidays
- Paid time off on employee birthday
- Annual employee holiday party, employee appreciation breakfast, and company picnic

YOUR ROLE:

The Staffing Manager is responsible for managing staffing operations for their branch including new employee orientation, training, filling new job orders, employee engagement/retention, customer service, and other appropriate duties related to the operations department. Responsible for managing in-house staff, exceeding staffing objectives. Understanding and exposure to payroll and general office duties. Community involvement will be an expectation.

BACKGROUND PROFILE:

- Minimum 2 year degree, technical or business preferred
- Minimum 2 years of Management or HR related background
- People and leadership skills
- Ability to multi-task and work in a fast pace environment
- Experience with On-Boarding/Training new employees a plus
- Experience with staffing industry a plus