



HUMAN RESOURCES MANAGER

SILVER GOLD BULL

Silver Gold Bull is Canada's largest dealer of precious metals for the retail market and is proudly Alberta-based. We believe in precious metals as a safe store of value and exist to make them accessible to everyone.

OUR CORE VALUES

Customer Obsession: *We will provide the very best customer experience*

Growth: *We value curiosity as a catalyst to growth, personally and professionally*

Trust: *Trust permeates every aspect of our business, our people, and the service we provide*

Humility: *We are confident yet humble and believe in serving first*

ROLE DESCRIPTION

This is a newly created position to support our growing team and will report to our Managing Partner. Overall, we have some solid Human Resources building blocks in place and are seeking an approachable, enthusiastic, and organized Human Resources Manager to add some strategy, innovation, and cohesiveness to our HR programs and initiatives.

You will collaborate with our leaders to develop and implement innovative best practices to support continued growth initiatives. The Human Resources Manager will create an HR strategy, lead day-to-day HR operations, engage employees, and manage total rewards.

KEY DELIVERABLES

- Support the organization's "human factor" by devising and implementing strategies for performance evaluation, staffing, training, policies, and development that align across the organization
- Lead development of corporate plans for a variety of HR matters including a compensation program that aligns with organizational objectives and links performance to discretionary pay and a health & safety program
- Manage total rewards programs including life, health, and dental insurance, vacation and leaves of absence including STD and LTD
- Develop and implement consistent organization-wide hiring processes based on best practices; oversee recruitment, engagement and retention including working with leaders to identify needs, source potential candidates, complete pre-screening, and participate in interviews

- Develop, implement and monitor a performance management plan; work with leaders to set KPI's and train leaders on processes including timelines
- Coach and support leaders in all aspects of employee relations and employment standards
- Work with the leadership team to ensure consistency of HR initiatives, policies, and procedures

QUALIFICATIONS

- Bachelor's degree in Human Resources or related field
- 7+ years of Human Resources experience, preferably some experience in a single person or small HR team environment
- Expertise with performance management, organization planning and development, recruitment and retention, and employee engagement and development
- Outstanding interpersonal relationship building and coaching skills
- Comfortable presenting to owners and executives in a clear and compelling manner
- Models Silver Gold Bull's values
- Chartered Professionals in Human Resources (CPHR) designation is an asset

We are goal-oriented and driven by our metrics to constantly improve and evolve. Our company culture is respectful and focused on growth, both of the company and everyone we work with. We will support your career development path and give you skills that will serve you for the rest of your life.

This is a great opportunity to join a progressive, supportive and highly dedicated team. If this sounds like the right opportunity for you, please apply.

Interested candidates are invited to apply with a cover letter and resume by email to recruiting@accesshrinc.com.