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# Example of Lead-HR Job Description

Our innovative and growing company is looking to fill the role of lead-hr. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for lead-hr

* Partner cross functionally to coordinate hiring communications and events, while leveraging cost
* Responsible for weekly reporting of DC Network staffing metrics to include hiring, retention, and turnover
* Assess historical HR Network practices and establish consistent direction in collaboration with key business partners
* Represent DC HR team on Talent Task Force to strategize key deliverables associated with driving applicant flow, attracting key talent, retaining talent, and prioritizing timely
* Develop Network Seasonal HR Assistant introduction to TRU Staffing
* Support Seasonal Hiring both locally and network wide, during high volume staffing periods
* Ability to build relationships and facilitate conversations with vendors
* Review temporary agency contractual terms at a national and local level, determining appropriate conditions of agreement
* Other day-to-day duties to support local Distribution Center as assigned
* Execute strategies to reach efficiency in HR operations, compliance to processes and work on continuous improvement

## Qualifications for lead-hr

* Successful track record of delivery as a HR Business Partner within a global matrixed organisation
* Ability to understand the business in the context of the industry and understand the levers and risks that drive and threaten value
* Experience of leading, shaping and communicating strategic change initiatives
* Ability to recognise when to defer to technical experts with the network to access them readily
* Team player, action orientated and resilient with strong interpersonal and communication skills
* Confidence and capability to take a stand of objectivity and integrity