



Example of HR Management Job Description

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Our growing company is hiring for a HR management. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for HR management

- With support of Account Manager, work through initiation through chartering (team structure, resources, finances)
- Actively participate in PMO CI Program
- Creating the long-term vision and delivering innovations for our Dayforce HR and Talent Management product to create happy customers
- Coordinate with internal experts and customers to shape the features delivered in the product
- Building internal consensus across multiple teams around a strategic approach
- Evangelist for Dayforce HR & Talent to demonstrate the value to our customers & market
- Lead in discussions with industry thought leaders to explain our product strategy
- Understand the CSU organization (Chancellor's Office and 23 campuses) and program management challenges and issues
- Support the development and implementation of an integrated program plan for CHRS
- Support the development and tracking of program & project deliverables

Qualifications for HR management

- The ability to act autonomously to recommend and implement process

- Experience with transformation projects or change management would be an asset
- Strong technical / systems knowledge or experience required including direct exposure to Microsoft Office products (Access, Excel, PowerPoint and Word) including database management
- Direct experience with HR Systems and programming
- Strong written and verbal communication skills to be able to create trending overviews, executive summaries, and written recommendations, including best practices
- Previous experience in developing creative and logical communications and presentations appropriate for senior management