



# Example of Human Resources VP Job Description

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Our company is growing rapidly and is looking for a human resources VP. 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 human resources VP

- Maintains knowledge of industry and employment trends, Federal, state and local laws and regulations and insures organizational compliance
- Participates in the development of the organization's plans and programs as a strategic partner but particular from the perspective of the impact on people
- Develops human resource planning models to identify competency, knowledge and talent gaps and develop specific programs to fill the identified gaps
- Develops and monitors the organization's affirmative action and equal opportunity policies and programs
- Provide overall leadership and guidance to the Commercial HR function by partnering with talent acquisition, focusing on career development, succession planning, retention, training and leadership development, compensation
- Keeps succession planning, career development and performance management processes and results aligned with the organization's goals
- Develops and designs the strategic roadmap for all benefit plans in the US
- Serve as a specific country advocate to regional and Global HR
- Heavily contribute to and drive the enterprise People Strategy
- Serve as Business Partner to the co-COOs of the company, providing a credible and business-oriented point-of-view

## Qualifications for human resources VP

- Solid knowledge of HR laws and/or experience in international HR practices (experience with UK and Canada a plus)
- Cable/Telecom industry knowledge highly preferred
- Experience working in a fast-paced environment managing multiple priorities
- Experience as an HR Consultant supporting business unit(s) on various aspects of HR domain
- Reviewing regulatory consultation documents draft and final regulations to determine, and contribute to internal debate on, impacts on the Firm's business and employees - this will involve working closely with the wider Compensation team, functions across the Firm in the UK, EMEA and globally
- Strong communication and organizational skills.-Cable/Telecom industry knowledge highly preferred-Experience working in a fast-paced environment managing multiple priorities-Bachelors Degree required