

Colombia Jobs Expertini®

Human Resources Coordinator

[Apply Now](#)

Company: Phoenix Home Care & Hospice

Location: Colombia

Category: other-general

Phoenix is looking for an Human Resources Coordinator for our Columbia, MO office! If you are looking for a career home that's fun, energetic and supportive then Phoenix Home Care and Hospice might be just what you're looking for! We are on the cutting edge of home healthcare and want the best, most compassionate and dedicated people! We would love to have the opportunity for YOU to interview US! Come Soar with Phoenix! We are adding a Human Resources Coordinator to the Columbia, Mo Phoenix family! Do you have a passion for making a difference in someone's life? Are you looking for an opportunity to use your background and empathetic nature to work for a progressive, forward-thinking company where creativity is encouraged? Then the Human Resources Coordinator position is for you! Benefits Competitive Benefits Package based on experience Major Medical insurance, Vision, Dental and Life Insurance PTO, accrued upon hire! 401k Continuing education opportunities Great culture! Reliable Support from Leadership Staff Opportunities for Advancement - We want you to grow with us! Job Duties: Fielding HR related phone calls to include but are not limited to HR policies, employee complaints Supporting the teams with personnel concerns, counselling's & terminations Updating policies and procedures, handbooks, & forms company-wide Overseeing orientation training systems and programs company-wide Occasional day and/or overnight travel to other Phoenix locations as needed for audits/training Occasional supporting the Hospitality Specialists at the front desk, utilizing multi-line phone systems Benefits Management. Degree in HR or related field or HR experience of a minimum of 3 years strongly preferred Experience in Home Care/Home Health Care/Hospice preferred. SHRM or PHR certification strongly preferred Computer

Proficiency (Microsoft Office & Windows Operating System) Patient & Attentive Listener with a Positive & Outgoing Attitude Initiative-driven individual who looks for opportunities to make daily office tasks enjoyable Genuine Care for People: This position is responsible for many first impressions; we only get one first impression! Interacting with office and field staff Benefits Management Experience Preferred Our mission is to offer New Beginnings and meaningful opportunities to our caregivers and clinicians while providing home care services to our clients built on innovation, skill, and Christ-like values of compassion, honesty, and patience. We're taking the journey with you, creating a New Beginning! Choose Phoenix, Apply today!

#J-18808-Ljbffr

[Apply Now](#)

Cross References and Citations:

1. [Human Resources Coordinator EmploymenowJobs ColombiaEmploymenow](#)
2. [Human Resources Coordinator ManagementjobsJobs ColombiaManagementjobs](#)
3. [Human Resources Coordinator Nyjobscareer Jobs ColombiaNyjobscareer](#)
4. [Human Resources Coordinator Dairyjobs Jobs ColombiaDairyjobs](#)
5. [Human Resources Coordinator Sapjobs Jobs ColombiaSapjobs](#)
6. [Human Resources Coordinator Thejobsearch Jobs ColombiaThejobsearch](#)
7. [Human Resources Coordinator TelecomjobsJobs ColombiaTelecomjobs](#)
8. [Human Resources Coordinator AfricajobscentralJobs ColombiaAfricajobscentral](#)
9. [Human Resources Coordinator Jobscanada Jobs ColombiaJobscanada](#)
10. [Human Resources Coordinatolosjobs Jobs Colombialosjobs](#)
11. [Human Resources CoordinatoltalyjobsJobs Colombialtalyjobs](#)
12. [Human Resources CoordinatoNewyorkjobscareerJobs ColombiaNewyorkjobscareer](#)
13. [Human Resources CoordinatoCostaricajobs Jobs ColombiaCostaricajobs](#)
14. [Human Resources CoordinatoMedicalnursejobs Jobs ColombiaMedicalnursejobs](#)
15. [Human Resources CoordinatoProjectmanagementjobs Jobs Colombia](#)

Projectmanagementjobs ↗

16. Human Resources CoordinatorConsultantjobsJobs ColombiaConsultantjobs↗

17. Human Resources CoordinatorJobsinaustria Jobs ColombiaJobsinaustria ↗

18. Human Resources CoordinatorGreecejobs Jobs ColombiaGreecejobs ↗

19. Human resources coordinator Jobs Colombia ↗

20. AMP Version of Human resources coordinator ↗

21. Human resources coordinator Colombia Jobs ↗

22. Human resources coordinator Jobs Colombia ↗

23. Human resources coordinator Job Search ↗

24. Human resources coordinator Search ↗

25. Human resources coordinator Find Jobs ↗

Source:<https://co.expertini.com/jobs/job/human-resources-coordinator-colombia-phoenix-home-care--355-125319/>

Generated on: 2024-05-04 by [Expertini.Com](https://www.expertini.com)