

# Colombia Jobs Expertini®

## Human Resources Director - R25702

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Company: presbyterian manors of mid-america

Location: Bogotá

Category: other-general

Full Time

Day Shift

Monday through FridayPosted

04/15/2024Start Your Career Today! Apply Online atInquire with our office at 316-652-6217Salay Range: \$55,000 - \$60,000Pay based upon experience!Aberdeen Ridge

is bringing a new way to view senior living in Colorado Springs. One that's built on the vision you have for your retirement years. That's rooted in Christian values and service to older adults of all faiths. And one that surrounds you with vistas that inspire. Here at

Aberdeen Ridge,

we have a special culture of learning, growth and engagement. This culture starts with our friendly team members. Everything we do is about providing a great experience for our

residents and is rooted in our heritage as a faith-based, not-for-profit organization. We have a wonderful, caring and long-tenured team, and we are always looking for the next addition to join us. Be

## EMPOWERED

to actively participate in the lives of our residents and their families. Join the PMMA team to provide the best quality of life and care for our residents! The

### Human Resources Manager

is responsible for performing HR-related duties on a professional level and works closely with other members of the senior living community supporting the overall mission of the organization. This position carries out responsibilities in the following function areas: recruitment, onboarding, employee relations, worker's compensation, FMLA, payroll time card submission and knowledgeable of company benefits. The Human Resources Manager will consult with the Executive Director, Regional Human Resources Director or corporate Human Resources regarding policies, procedures and terminations. EDUCATION, EXPERIENCE AND/OR TRAINING: Prefer a Bachelor's degree in business administration or human resources, but not required. Minimum of 3-5 years professional experience in human resources administration preferred. Computer proficiency in Word, Excel, and the ability to learn HRIS programs. SHRM certification preferred, but not required. PMMA offers a generous employment benefits package that includes health care and insurance benefits, paid time off, scholarships and more for employees that work a minimum of 30 hours a week. BENEFITS: Nursing Loan Payment Program Educational Assistance Scholarship Program Paid Time Off Health, Dental and Vision Insurance Continuing Education Units 403(b) Retirement Plan Life Insurance / Dependent Supplemental Life Insurance Accidental Death and Dismemberment Insurance Short-term disability / Long-term disability Group Critical Illness, Accident Insurance and Hospital Indemnity Employee Assistance Program Employee Discounts at Various Retailers Employee Referral Bonus Program Keywords: Human Resources, Human Resources Director, Human Resources Generalist, Human Resources Coordinator, Customer Service, Non-Profit, Hero, Health Care, Health-Care

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