

# Fechheimer

A BERKSHIRE HATHAWAY COMPANY

## Director of Human Resources-Fechheimer Brothers

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If you are an experienced HR leader with the competencies needed to lead all aspects of the HR function and be a part of a dynamic senior management team, this may be the opportunity you are looking for! This position is with Fechheimer Brothers Company and is located in the Cincinnati corporate headquarters. It serves the headquarters as well as three textile manufacturing facilities in the U.S.

Here is a chance to make a positive impact as an HR leader and senior team member. This is a stable company with good pay (\$100k+) and benefits.

### **JOB PURPOSE:**

The Human Resource Director is responsible for leading the Human Resources function and partnering with the Fechheimer business leaders to achieve the company's mission, vision and strategic direction. This position requires strong breadth and depth of knowledge and experience in talent acquisition and retention, organizational development, training, employee and labor relations, performance management, compensation, benefits, compliance and hands-on administration of programs. The Director inspires the HR staff to provide services that maximize the potential of the organization and its employees.

### **DUTIES AND RESPONSIBILITIES:**

- Fosters and maintains trusting and credible relationships to ensure that HR is a strategic partner. Works with members of the Senior Management Team and other key personnel to gain a thorough understanding of the business to effectively support, propose and lead initiatives.
- Provides consultative support to the Senior Management Team and the Company's managers in the development of staffing plans, including recruiting, reorganization and re-deployment. Is responsible for directing or personally providing service in recruitment efforts for all staffing levels, including attracting and screening candidates, coordinating interviews and background/reference checks, extending job offers, and overseeing the on-boarding process. Ensures that the recruitment "brand" is successfully in attracting high-quality candidates.
- Proactively researches, develops, recommends, and administers programs, policies and practices which help to shape company culture. These programs include but are not limited to compensation, benefits, recruiting, orientation, on-boarding, employee relations, training, employee development, wellness, health and safety, recordkeeping and compliance to all federal, state and local laws and regulations.
- Acts as an advisor and coach on human resources issues and questions. Investigates employee complaints both on and off corporate site.

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- Provides guidance and governance to Corporate Wellness and Corporate Safety Programs.
- Manages benefit selection process; implements and manages open enrollment; new employee training and enrollment of these benefits, which include medical, dental, vision, 401(k), life and supplemental life insurance and FSA accounts.
- Serves as partner with other company-appointed fiduciaries for both Defined Contribution and Defined Benefit Plans. Responsible for oversight of all transactions, testing and compliance associated with these plans.
- Supervises the payroll function.
- Develops and oversees employee training and development programs, ISO9001 training, FCPA training and audit compliance.
- Develops and recommends HR budget, monitors expenses, and reports against variances.
- Participates in labor relations, including collective bargaining, grievance resolutions and administration of Collective Bargaining Agreements.

## QUALIFICATIONS:

- Bachelor's degree in related field. Master's degree preferred.
- Seven or more years in HR, experience in labor relations, and at least 5 years in a leadership capacity.
- Professional certification highly desired; PHR/SPHR, SHRM-SCP/SHRM-CP.
- Proven expertise in these areas of HR: Talent Acquisition & Retention, Compliance, Organizational Culture & Development, Training & Development, Employee and Labor Relations, Performance Management, Compensation, Benefits, Wellness & Safety, Hands-on Administration of Programs, Payroll Supervision.
- Proficient in the use of computer technology; experience using HRIS and Applicant Tracking Software; experience with Performance Management software a plus.
- Some travel.

*We are an Equal Opportunity Employer and do not discriminate against any employee or applicant because of race, color, sex, age, national origin, religion, sexual orientation, status as a veteran or disability, or any other federal, state or local protected class.*

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