

HR Generalist (Employee Relations and ADA)

The City of Chesapeake is seeking a strategic and collaborative candidate to serve as a HR Generalist (Employee Relations).

The ideal candidate will serve as a member of the human resources team and will be responsible for performing all professional level HR duties with an emphasis on the following functional areas: employee relations and ADA.

The successful candidate will also possess outstanding oral and written communication skills; demonstrated experience of significant interaction with executive level leadership; strong business acumen; strong organizational skills, demonstrated ability to manage multiple tasks simultaneously and able to react to shifting priorities to meet business needs; demonstrated ability to meet deadlines and commitments; and excellent interpersonal skills.

Qualified candidates must possess a minimum of eight years of professional level, directly-related experience. A bachelor's degree in human resources management, business or public administration, management or a closely related field may substitute for four years of professional level experience.

Salary: \$47,882 - \$51,000 DOQ. We offer a competitive benefit package including annual and sick leave provisions, three health care options, dental insurance, group life insurance, and participation in the State retirement system.

Interested candidates should apply online at www.jobs.cityofchesapeake.net. EOE