

EMPLOYMENT OPPORTUNITY
PATRICK COUNTY, VIRGINIA – HUMAN RESOURCE DIRECTOR

Patrick County is seeking an experienced Human Resource Director with a demonstrated track record of resourceful and creative problem solving.

GENERAL DESCRIPTION OF WORK:

The HR Director will assume a lead role in implementing, managing and supporting programs and procedures which foster and retain high performing employees. As the representative to all County departments, this person will drive programs and processes leading to a positive, respectful and productive workplace environment that aligns with the County's vision and values.

EDUCATION AND EXPERIENCE:

Bachelor's Degree with major courses in related field and/or 3-5 years' experience in a supervisory role in Human Resources. The candidate must show demonstrated experience with the grievance process in local government within Virginia.

SPECIAL REQUIREMENTS:

- County residency is required within six (6) months of employment.
- Valid Driver's License in the Commonwealth of Virginia.
- Background check to include criminal history, education, references and license certification.

This is a full-time position with benefits that include vacation and sick leave, life insurance, retirement, and health insurance. Hours will be 8:00 a.m. to 5:00 p.m. Monday through Friday.

Please submit a cover letter, detailed resume including career accomplishments and salary history to Melissa Taylor P.O. Box 466, Stuart, VA 24171 or by email at mtaylor@co.patrick.va.us with a copy to Geri Hazelwood at ghazelwood@co.patrick.va.us. The candidate must also submit a County employment application which can be found on the county website at www.co.patrick.va.us or from the County Administration Office, Room 218, 106 Rucker Street, Stuart, VA. The deadline for receiving applications is Wednesday, September 23, 2021 at 5:00 p.m.

Patrick County is an Equal Opportunity Employer and a drug free workplace.