

Human Resource Manager

The Town of Pulaski, Virginia is seeking a Human Resource Manager. This position will lead and direct all functions of the Human Resource office to include: processing new hires, administering pay, benefits and leave and enforcing Town policies and procedures. Maintaining confidentiality and treating all parties with dignity and respect while servicing any area of responsibility is essential.

Bachelor's degree in Human Resources or related field preferred. Minimum of three (3) years' experience and extensive knowledge and understanding of Human Resources and payroll activities is required.

Salary range is: \$54,737 - \$87,579 depending on experience.