

Share with Friends

Park Vista Retirement Community *A community that can meet your changing needs ...*

Park Vista has been serving the Youngstown community since 1947 as the leading provider of a retirement lifestyle of choice for many of the area's older adults. We are seeking the following professional to join our team:

Human Resources Director

The Director of Human Resources manages the Human Resources Department in accordance with current applicable federal, state, and local standards, guidelines, and regulations, and as may be directed by the Executive Director or Corporate leadership staff, to assure that quality personnel are recruited, trained, and retained.

Responsibilities:

- Interprets human resources policies and procedures to employees, department directors, administration, etc., as necessary.
- Consults with department directors/supervisors concerning staffing issues, wage and salary issues, disciplinary action/counseling, terminations, etc.
- Supports employee recognition & award programs.

Minimum Qualifications:

- Bachelor's Degree in Human Resources/Business Administration or related degree
- Must have, as a minimum, five years experience
- PHR / SPHR certification preferred
- Labor relations experience preferred
- Must possess a thorough knowledge of the laws, regulations, and guidelines pertaining to human resources

We offer a friendly and warm environment with competitive pay and benefits.

Candidates must submit salary requirements in order to be considered.

**Email: hr@corp.oprs.org
F: 614.222.2866 / P: 614.228.8888 x234**

To learn more about our organization please visit our website:
www.oprs.org

EOE, M/F/D/A/V. No agencies.

We conduct pre-employment drug screening and background checks.

TDD – Ohio Relay Service: 1-800-750-0750.