



OUR SERVICE IS OUR **ONLY** CONTRACT

## Director of Human Resources

Want to join a 3rd generation family owned and operated company in West Michigan that has a great culture and allows for work/life balance? Then keep reading! WM Uniform is focused on growing while living our core values of Honesty, Integrity, Excellence, and Relationships, and we are currently looking to add a Director of Human Resources to the team, this role will report to the COO. The Director of Human Resources is responsible for planning, implementing, evaluating, and maintaining employee relations and company policies, programs and processes for Human Resources and Safety.

### Responsibilities

The Director of Human Resources will live out the company values, build relationships with employees and address employee concerns. This key role will develop programs to build leaders at all levels within the company in partnership with the COO. With a focus on education and consumerism this role will evaluate, implement, and maintain payroll and benefit programs. Additional responsibilities include develop and implement company policies and programs & ensure that all comply with legal regulations; and promote communication and feedback from supervisors to employees & within and between teams.

### Skills & Values

This position requires mature leadership and coaching abilities, excellent interpersonal and communication skills, as well critical thinking, and analytical aptitude. The individual will also strive to fulfill the company values of honesty – truthful & sincere, integrity – follows through on promises, excellence – desires to do everything well, and relationships – values and respects others.

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