



Job Description:

Reporting to the Manager HR, the HR Generalist is responsible for developing and implementing our talent strategy across the organization.

The ideal candidate will be a lifelong learner who is looking for an opportunity to build their career within the talent management field while gaining exposure to the thriving maritime industry in BC.

The HR Generalist will work independently, providing support and coordination to drive a number of key talent initiatives. These include recruitment, onboarding, internal communications, performance management, and employee engagement.

Key accountabilities:

We are looking for someone who is comfortable wearing these hats:

Talent Acquisition: experienced in bringing new talent to the organization. We are looking for someone who is fanatical about the full recruitment cycle. Ideally, you are always looking for ways to optimize the candidate experience.

Relationship Builder: as an expert relationship builder, you will have experience in communicating sensitive messages, supporting employees through change, and championing new initiatives.

Engagement Champion: you will help drive the BCMEA engagement strategy across the organization, working at all levels of the organization to create an environment for our employees to do their best work and deliver results.

Trusted advisor: employment law, leadership, training and development, are all areas of interest and expertise for you. You are motivated to continually grow and develop your talent toolkit to support organizational excellence.

Education & Experience:

- Post-Secondary education in Business, Psychology, Human Resources or similar
- 2 to 5 years' experience in an HR role
- Certified Human Resources Professional (CHRP) designation is an asset
- Experience with full cycle of recruitment and on-boarding
- Ability to work under pressure and deliver against tight deadlines
- A strategic thinker, planner, influencer and negotiator
- Fully proficient in all Microsoft Office applications and strong IT skills
- Outstanding oral and written communications skills
- Excellent planning, prioritization, and organizational skills

About Us:

The British Columbia Maritime Employers Association (BCMEA) is an unaccredited employers association currently consisting of fifty-four member companies which consists of ship owners, bulk operators, stevedores, general cargo and containers. We're integral to Canada's Pacific Gateway Strategy that links



Canada to the rest of the world. This gateway contributes \$12 billion dollars and 130,000 direct and indirect jobs to Canada's economy.

We believe in achieving long term sustainable results by supporting and investing in our employees. In addition to a competitive salary and benefits package, we offer ongoing education and a generous pension.

We're located in Railtown, close to transit and just minutes away from Gastown and Chinatown. Parking is available in our designated lot for those who drive. Our office features beautiful exposed brick, modern workstations in an open environment.

To apply for this position, please send your resume and cover letter to careers@bcmea.com.