

HR Director

Caldwell, Idaho - Manufacturing

Reports to: CEO/President



Are you a hands-on HR leader that enjoys interacting with people on the manufacturing floor?

ZoRoCo Packaging, Inc. is the service leader for Contract Manufacturing and Contract Packaging within the food industry. Our clients count on us to provide precise, efficient, and cost effective solutions. www.zorocopackaging.com

Marketing none of our own brands, ZoRoCo focuses on the BUILD, so our clients can focus on their priorities: driving sales and growing their company. ZoRoCo Packaging can handle jobs of every size, large or small, with expert attention to detail, and exemplary quality & production standards!

Employees: This person will be a member of the executive team and lead HR for 2 Caldwell plants

Team Set Up: 2 HR Managers, 2 onboarding reps; Payroll person, and front desk teammates that help with misc. HR admin. Payroll and onboarding system is PayCom.

Why consider: Food industry and packaging remains in demand. Flexible culture that will also invest in training or development goals you have!

Challenge: high turnover industry (manufacturing production); attracting and retaining production employees in this economy

Travel: Little to none.

Compensation: Base + ~10-20% Bonus + Benefits (EE Only is ~\$245/month with \$1,000 Blue Cross deductible).

Position Summary

Role plays a pivotal role by helping set the cultural tone of the Company. Specific responsibilities include; organizational development and training, policy creation and distribution, compensation and benefits administration, recruiting and hiring, performance management, safety, and compliance to applicable employment and safety laws and regulations. A huge priority of the President is organizational development, training, and workforce planning. Need to be a true partner and understand fiscal responsibility, P&L, budgeting, etc.

Ideal Person:

- BS Degree in related field
- Minimum of **5+ years of human resources** related experience required, with 2+ in leadership
- Preference given to HR leaders with operations, manufacturing, warehouse, logistics background
- Excellent work ethic, with a dynamic personality

- Microsoft Office skills, Word and Excel proficiency is required
- Strong oral and written communication skills, attention to detail, and organization
- Must pass a background check and drug test

Thank you so much for considering this awesome opportunity! It's our goal to review your info within 2-3 business days of applying! Apply: email resume/cover letter to angela@extendra.com

