



## HR Manager Opportunities

All Things HR, LLC, an outsourced human resource management firm, is growing our team! We are looking for **HR Managers** to join our team of Consultants. Our mission is to provide high quality human resource management services to our clients who are in need of HR support and guidance.

We currently have part-time, hourly positions which include assisting your assigned clients both on-site and/or offsite. Hours per week will range from 20 – 30, with potential of increasing over time. If you are a seasoned HR Generalist who has a passion for making a difference please visit our website at [www.allthings-hr.com](http://www.allthings-hr.com).

### What we do at All Things HR:

- Full service on-site HR Management services
- HR audits
- Recruiting services and support
- Investigations
- Benefit administration
- COBRA administration services
- Employee relations
- Employee handbooks
- Job analysis and description development
- Training and mentoring on general HR fundamentals and department organization

### We are looking for HR Managers who:

- Are interested in pursuing a career as an HR Consultant
- Able to work onsite with clients located in Downtown Seattle, Everett, Eastside and/or other areas as needed
- Interested in Part-Time employment (hours can vary, approx. 20 to 30/week)
- Have 5+ years of HR Generalist experience
- Technology savvy
- Interested in working with clients from a variety of industries
- Have exceptional customer service experience and a desire to help and support small to medium size businesses

### Benefits of working at All Things HR:

- All Things HR offers competitive compensation and benefits including paid vacation/sick time, Simple IRA, Professional training and membership, and a monthly allowance.

If you are an experienced HR Manager and this opportunity intrigues you, submit your cover letter, resume and hourly requirements to **[jobs@allthings-hr.com](mailto:jobs@allthings-hr.com)**.