



Graduate Programs in Human Resource Development

Job & Internship Opportunities Newsletter

March 2016

Job Opportunities

1. **Compensation Consultant: PROXUS** — Fort Washington, PA
 - Responsible for leading & executing assigned PROXUS compensation projects
 - Providing guidance to client senior management
 - Developing compensation plans, policies, and procedures
 - Performing compensation analysis, etc.
 - Bachelor's degree, CCP, or related professional certification; prior consulting experience is highly desired
 - **To apply:** [Apply online here](#) and/or contact tsosnowski@proxushr.com
2. **Human Resources Associate: PROXUS**—Fort Washington, PA
 - Team player on client project engagements such as HR audits, compliance reviews, and employee handbook development
 - Acting as point person for benefits, payroll, and HRIS transactions
 - Responding to client managers & employees regarding questions on HR policies, procedures, programs, etc.
 - Providing administrative support for the HR function
 - Bachelor's Degree, 1+ years of HR or corporate/professional experience
 - **To apply:** [Apply online here](#) and/or contact tsosnowski@proxushr.com
3. **Unit Human Resources Manager: Aramark Healthcare**—Philadelphia, PA
 - Requires experience working in a union environment
 - Act as a generalist and recruiter supporting initiatives for the Region HR Director, District Manager, Location Managers for both Aramark and the client
 - Function as a business partner and advocate by helping to identify & direct recruiting solutions to business needs
 - HR Generalist role; duties include talent acquisition, payroll, employee relations, and special projects
 - Bachelor's Degree required, preferably in HR or Business Administration
 - Labor Relations experience required (responding to grievances, partnering with union delegates, attending hearings, etc.)
 - Minimum 5-7 years experience in HR with a combination of recruiting and generalist roles required
 - **To apply:** Read more about the position and [apply here](#)
4. **Human Resources Operations Analyst: BlackRock**—New York
 - Analyst role is with Americas HR services
 - Responsible for a wide-range of HR support: including processing/auditing transactions, responding to employee & manager inquiries, and acting as a partner and liaison to internal HR functions
 - Bachelor's Degree; 2+ years of directly related experience working in an HR function
 - Financial services experience a plus
 - **To apply:** Contact Jose Villafan at jose.villafan@blackrock.com

(Job Opportunities—Continued)

5. Human Resources Assistant Manager: The Carney Group — Montgomery County, PA

- Minimum 5 years HR supervisory level experience
- Maintain cost-effective benefit plans that meet the needs of the Field Operations and Corporate Office
- Knowledge of administration for all benefit plan types
- Knowledge of federal & state laws and compliance regulations related to all benefit plans
- People Soft HR/Payroll system experience helpful
- Salary: \$80-90k
- **To apply:** Submit resume to [Barbara Trotter, Senior Recruitment Manager](#) at The Carney Group

6. Recruitment Coordinator: Main Line Health—Radnor, PA

- Recruitment support to the recruiters and maintains New Employee Paperwork
- Provide recruitment support by working with candidates, recruiters, HR managers, and other professionals
- Manage the flow of candidates through the recruitment process
- Bachelor's Degree in a related field OR 1-2 years experience working in an HR generalist position
- **To apply:** [Apply online here](#); resumes can also be forwarded to Rhonda [Barrison, Recruitment Manager](#)

7. Human Resources Manager (2 openings): Unisys—Blue Bell, PA

- Executes HR initiatives that support business priorities
- Supports talent management, succession/career planning, and performance management activities
- Implements programs which foster employee engagement
- Tracks, reports, analyzes global workforce metrics on a monthly/quarterly basis, etc.
- BA or equivalent in Business Admin, Human Resources, Industrial Relations, etc.; MBA or Masters in HR preferred; PHR or SPHR certification preferred
- 3-5 years of HR business partner experience
- **To apply:** Contact [Michael Oliver](#) regarding how to apply

8. Director of People and Culture (HR Director): Temenos—King of Prussia, PA

- Create, hire, and develop an HR team
- Develop and lead planning, design, implementation, communication, and delivery of the company's North American HR initiatives
- Facilitate effective people strategy development discussions
- Provide thought leadership on organizational effectiveness, performance management, and leadership development, etc.
- BA/BS degree preferred; 10+ years of leadership in all areas of human resources
- **To apply:** Send resume to [Jamie Nitzky](#), Senior Talent Acquisition Partner

9. Chief Talent Officer: Center City Philadelphia, PA

- Position reports to the head of a large government agency
- Ideal candidate will have a blend of corporate HR leadership, government or large non-profit agency and operations experience; background in education is a plus; legal background a plus
- Must have experience leading a large HR group in a complex organization
- 5 direct reports who oversee a staff of up to 100 HR employees
- Salary up to \$175k/no bonus
- **To apply:** Contact [Scott Rosen](#)

Internship Opportunity

1. Compensation Intern: Bentley Systems—Exton, PA

- Paid internship, approximately 20 hours per week from May—August 2016
- Support HR Director of Global Compensation: creation of salary structure, job analysis, FLSA status determination, colleague engagement training, compensation benchmarking, etc.
- **To apply:** Read more about the position and [apply online here](#)

Networking & Learning Opportunities

◆ **Jump Start Your Job Search**

- ◆ **What:** workshop for information and ideas to provide help and hope in your job transition
- ◆ **Where:** Church of the Saviour, 651 North Wayne Avenue, Wayne PA
- ◆ **When:** Saturday, April 23rd from 9am-4pm
- ◆ **Cost:** \$10
- ◆ [Register online by April 20th @ 12pm](#). No walk-ins allowed

◆ **CCHRA Member Appreciation Event**

- ◆ **What:** member appreciation & networking event
- ◆ **Where:** Milito's Ristorante—20 E. Lancaster Ave, Downingtown, PA 19335
- ◆ **When:** May 4, 2016 from 5:30-7:00pm
- ◆ Contact [Amy Dinning](#) with any questions
- ◆ [Register online](#)

◆ **HR Person of the Year Awards Dinner (Delaware Valley HR Person of the Year Awards)**

- ◆ **What:** awards dinner to honor outstanding achievement in HR
- ◆ **Where:** Vie—600 N. Broad St. Philadelphia, PA 19130
- ◆ **When:** May 19, 2016 from 5:30-9:30pm
- ◆ **Cost:** \$135 before April 30th / \$145 after April 30th
- ◆ [Register online](#)

◆ **CCHRA June Breakfast Meeting**

- ◆ **What:** breakfast meeting
- ◆ **Topic:** “10 Promising Ways to Help Close the Gender Pay Gap” with Jonathan Segal, Esquire
- ◆ **Where:** Whitford Country Club—600 Whitford Hills Road, Exton, PA 19341
- ◆ **When:** June 3, 2016 from 7:30-9:30am
- ◆ [For more information and to register online](#)

◆ **Villanova University—Career Center, HandShake**

The [Career Center at Villanova](#) offers many resources to help you explore your next steps during and beyond your time in graduate school. One of those is the university's career management system, **Handshake**, featuring job and internship listings for which employers have chosen to recruit Villanova students. Working together with the Career Center team, we have established Handshake accounts for all graduate students and are excited to share with you how you can access this system*.

TO LOGIN NOW:

- Visit villanova.joinhandshake.com
- Click on “Login with Villanova Credentials”
- Enter your Villanova ID and password

The Handshake system will guide you through completing your account, and you can [explore more tips on the Career Center's website](#).

*NOTE: for graduate students who have previously created accounts in Handshake, you may continue to access the system with that account by clicking on the “Login with Email Address & Password” button.