

Human Resources Generalist: Georgia Main Food Group

Some things you should know about us:

Our story began in 1903, and since then, we've been a food company powered by deep values, a family atmosphere and our very own kind of entrepreneurial spirit. Today we're a company filled with fresh energy. We are going places in the grocery business at full speed, and we're looking for amazing people to join us on this exciting journey.

The Georgia Main Food Group Limited (and its banners: IGA and Fresh ST. Market) are recruiting three exceptional individuals who deliver amazing HR services, advice, and solutions that create a superior employee experience in a people-centric, values-focused company. As an HR Generalist, you will support the achievement of GMFG's strategy by offering thought leadership and operational support to an assigned portfolio of stores in the areas of recruitment, onboarding, offboarding and employee relations.

As a key member of a small and highly collaborative team, you will:

- Partner with store leadership to understand their core business and issues and develop people solutions to help them achieve their goals.
- Collaborate with store leadership to support the full-cycle recruitment process from sourcing, screening, interviewing, employment offer to onboarding and offboarding.
- Assist with developing, updating and conducting internal training for hiring leaders on recruitment practices and interview techniques
- Attend external recruitment events and participate as a company representative.
- Work closely with the Director, Employee & Labour Relations, to provide employee relation issues within your assigned portfolio, including conflict resolution and progressive discipline.
- Coach leaders on performance management and advising on strategies to improve employee performance.
- Foster open communication by working closely with leadership to ensure a positive "open door" environment.
- Engage collaboratively with our Health, Wellness & Safety Advisor to promote awareness of Employee Wellness and Health & Safety programs.
- Follow internal compliance and promotion and adoption of best practices within the HR team.

It is an exciting opportunity to join our HR team at Georgia Main Food Group and help shape our efforts at a time of positive change and growth within our company.

What makes us successful is we are a dedicated team that supports the vision of the company, its people, and each other. We take our jobs seriously, but we don't take ourselves too seriously. To be successful in achieving our vision, we are looking to speak with candidates who check all these boxes:

- Post-Secondary designation in Human Resources (HR) Management or a related field.
- 5 years' Human Resources experience, including a minimum of 2 years as an HR Generalist or an equivalent combination of education and experience.
- CPHR designation or significant progress towards completion preferred.

- Pride yourself on your ability to communicate with all levels of the company based on an open, collaborative and a solution focused mindset coupled with a high degree of trust and credibility.
- Exceptional consulting, negotiating and conflict resolution skills.
- Attention to detail, together with the ability to effectively organize and prioritize work while remaining flexible and willing to meet the needs of employees.
- Ability to make recommendations to effectively find solutions by using empathy, judgement that is consistent with standards, practices, policies, procedures, collective agreements, regulation and/or government law.
- Ability to engage, inspire and influence people, and support change management initiatives by being both tactical and strategic.
- Genuine passion about internal and external experiences and desire to ensure a positive experience with every interaction.
- Experienced interviewer with a keen eye to translating those conversations into hiring recommendations
- Exceptional written communication as well as proficiency in the use of Microsoft Office - Word, Excel and PowerPoint, online job boards and exposure to HRIS.
- Continuous learner with a naturally curious mindset, keeping abreast of developments and innovations in the HR space.
- A team player, who is willing to roll up their sleeves and jump in to support the team
- Optimistic and open to new ideas or challenges that may come your way.
- Travelling to the assigned store locations is required for this position.
- Must be based in the assigned portfolio area. The areas include: lower mainland BC, Sea to Sky corridor, and Thompson Okanagan regions.

If you're interested in joining a team of committed colleagues supporting the best grocery retailer in BC, then we want to hear from you! Interested candidates are encouraged to apply by emailing your resume (and cover letter stating salary expectations) to Sharon Shudo at sharon.shudo@georgiamain.com