

Title: Human Resources Generalist
Company: Mosaic Community Services, Inc.
Type of Company: Community Mental Health
Location: Timonium, MD
Full time, Salary

Intro:

Mosaic Community Services, Inc., is a Maryland leader in the community, Mental Health services industry. Mosaic offers a rewarding and challenging work environment.

Duties:

Will act as the Lead for the Human Resources department on Recruiting and coordination of volunteer services. Opportunity to participate and contributes to all areas of HR; recruiting, benefits administration, payroll, worker's compensation reporting, employee relations, report generation, etc. Will serve as a lead for several human resources related projects that are short-term, long-term, and/or on-going in terms of a goal for completion.

Requirements:

Basic knowledge equivalent to appropriate four-year college program, or two plus years of related job experience. (Recruitment is primary focus)

If you are interested in applying for this opening, please e-mail your updated resume as a Microsoft Word attachment to brian.hoover@mosaicinc.org for immediate consideration.