

# WESGROUP EQUIPMENT

A FAMILY OF COMPANIES



## Wesgroup Equipment

Based in British Columbia, Wesgroup Equipment is the parent company of Williams Machinery, Westerra Equipment and Vermeer BC. We are a well-established and growing equipment dealer with an extensive range of products and services for various industries including: material handling, construction, forestry, agriculture and much more. We sell and service high quality equipment such as Bobcat, Linde, Clark, Doosan Heavy and Vermeer.

We appreciate and recognize the talent and efforts of our amazing employees. As our company grows, we are on the lookout for talented people. We value honesty, integrity and trust in our relationships and use co-operation and communication to achieve excellence and high levels of customer service. We are BC's Preferred Equipment Dealer!

Our successful customer focused approach has us growing, so come explore the opportunity to grow with us!

**DATE:** January 2017

Permanent full time or Part Time (24+ hours per week)

**POSITION:** Human Resources Advisor

**LOCATION:** Surrey

Wesgroup Equipment, BC's Preferred Equipment Dealer, is a great place to work with a focus on providing exceptional customer service, creating high levels of employee engagement, while operating with excellence in a fast paced dynamic team environment. If you are excited to contribute to our business success through your passion for creating an amazing employee experience, please reach out to learn more about this role.

### Summary:

Reporting to the executive responsible for Human Resources, the HR Advisor will work closely with executives, managers and employees to evolve and improve the HR practices within the Wesgroup Equipment family of companies. This role is ideal for someone who loves providing timely, accurate and knowledgeable support and advice to managers and employees. You believe in collaborating with others, have a sense of urgency on the people issues and are thorough in your follow through. We are creating a culture where high performance is the norm throughout our business and employees are valued and appreciated for their talent and efforts. Come join us on our journey.

### Key Responsibilities:

- Provide managers with timely and knowledgeable advice and support
- Support managers with the recruitment, selection and onboarding of new employees, creating a great experience for our new hires
- Be an active participant in the creation and the execution of the human resources strategy for the Wesgroup Equipment family of companies.
- Manage the objective setting process, working with managers and employees on objectives that are relevant, meaningful and contribute positively to our Wildly Important Goals.
- Manage our recognition programs and work collaboratively to improve these programs
- Periodically review benefit offerings and total reward components to ensure these are aligned with the HR strategy.
- Champion wellness initiatives that are meaningful and relevant to our employees
- Design and deliver employee training initiatives/tools and resources such as new employee orientations, team member effectiveness, etc.
- Track all training statistics (including online learning tools) for analysis and reward statements.
- Capture and analyze key HR metrics such as turnover, time to fill positions, etc.
- Be the back-up for benefits administration and processing of payroll.
- Help to improve and monitor health and safety programs at each location.

### Required Knowledge, Skills & Abilities:

- 5+ years of experience in an HR generalist role and capable of providing sound advice to managers.
- A Chartered Professional in Human Resources (CPHR) or working towards this credential.

- Post-secondary education in Human Resources or a related field.
- Ability to build relationships in person, via phone and by e-mail.
- Excellent verbal and written communication skills.
- High attention to detail.
- Big picture thinker with ability to analyze feedback, data and information.
- Highly motivated, self-starter, enthusiastic and being well organized is a must.
- Competent in Microsoft Office programs including Excel, Word, Outlook and PowerPoint.

In our day to day interactions we are guided by our values and quest to be BC's Preferred Equipment Dealer. If you love HR, are self-motivated and want to be part of a winning team, we would love to hear from you. We offer a competitive compensation and benefits package, which includes a comprehensive extended health and dental plan, MSP and 3 weeks' vacation. Other rewards include a recognition program, training opportunities and more.

Please email your resume and a cover letter to [careers@wesgroupequipment.com](mailto:careers@wesgroupequipment.com) quoting the position title of "HR Advisor" and your last name in the subject line of the email. Please include your salary expectations in your cover letter. Due to the volume of applicants, please accept our apologies in advance, as only those candidates shortlisted will be contacted. We sincerely appreciate your interest in our company. Thank you for exploring career opportunities with Wesgroup Equipment.