

## **Director of Human Resources**

Marshall & Sterling Insurance is seeking an experienced candidate who is knowledgeable and experienced in all aspects of Human Resources and can manage a department of five dynamic HR professionals. In addition to employee payroll, benefits, policy administration and support skills, we seek someone who has specific prior experience which will help us develop a formal recruiting process and to further grow and formalize our employee training and education programs. A successful candidate will implement initiatives to ensure a diversified workforce while maintaining continued high employee retention.

### **Desired Qualifications:**

- ◆ Bachelor's degree in Human Resources or related field
- ◆ Minimum of 10 years experience, with progressive responsibilities in HR management
- ◆ Proficiency with MS Office applications, HRIS and talent management systems and related software
- ◆ Ability to communicate effectively in writing and in public speaking
- ◆ Experience in policy formulation, development and implementation of HR strategies and procedures
- ◆ Ability to multi-task, prioritize and meet deadlines in a fast-paced and constantly evolving workplace
- ◆ Must possess a high level of organizational skills
- ◆ Must relate well to others in a professional manner

Founded in 1864, Marshall & Sterling is among the largest privately-owned insurance, loss control and wealth management agencies in the U.S., with total revenues of \$80 million. Marshall & Sterling provides a full line of insurance products, life, group benefits, and health insurance plans, wealth management and financial planning for businesses and individuals. The benefits package offered to our 450 employee owners located throughout New York State, Florida, Virginia, Michigan and the US Virgin Islands is second to none, providing medical, dental, life insurance, disability, vision, employee assistance program, 401K with a generous match and ownership of our company through an Employee Ownership Stock Plan (ESOP).

The Director of Human Resources position is located at our Corporate Headquarters in Poughkeepsie, NY in the beautiful historic Hudson Valley. Compensation of Salary plus Bonus is commensurate with experience.

Qualified and interested candidates should forward detailed resume to [bfanelli@marshallsterling.com](mailto:bfanelli@marshallsterling.com)