

HR Generalist (Downtown Knoxville)

HR Generalist - 25-30 hours per week in Knoxville

Seeking experienced HR person to provide day-to-day administration of benefit policies, and HR law compliance. Self-starter with initiative and excellent communication interpersonal skills. Proficiency in Microsoft office software a must. Degree in HR or SPHR certification is also a plus. Equal Opportunity Employer and Drug Free Workplace. Send resume and cover letter to: hardenark@gmail.com.

- Location: Downtown Knoxville
- Compensation: Based on experience
- This is a part-time job.
- Principals only. Recruiters, please don't contact this job.
- Please, no phone calls about this job!