

Do you have HR experience across various functional disciplines including compensation, compliance, employee relations, benefits, recruiting and talent management? Do you want to use your HR experience in a new and exciting way and be part of a growing team?

We are looking for a **Human Resources Consultant** to join our growing team at [Baker Tilly Vantagen!](#)

At Baker Tilly Vantagen, high touch, flexible, and customized solutions in the HR Consulting and Benefits Administration space is our focus. We serve organizations of all sizes that run the full gamut of business and industry – healthcare, higher education, retail, manufacturing and public sector just to name a few. Today, we are a proud, independent member of Baker Tilly US, LLP, one of the most recognizable names in professional services. At Baker Tilly, we believe in aiming higher, delivering more and making a difference for our clients, our people and our communities.

You will enjoy this role if:

- You are highly organized, detail-oriented and enjoy supporting a team dedicated to providing exceptional client service
- You crave variety and enjoy working in a fast-paced, quickly changing environment
- You feel valued when you are provided the resources and support to continually sharpen your technical skills and build your career ***now, for tomorrow***

What you will do:

- Provide professional, outsourced HR and HR consulting services to multiple clients across varying industries
- For outsourced HR clients, design and adhere to a detailed project plan taking into account all functional aspects of HR as outlined in the scope of work
- Build relationships with clients and employees as a trusted HR resource through clear and consistent communication and timely execution of deliverables
- Develop new tools and templates that can be utilized with a variety of clients across multiple industries
- Deliver standard training programs for clients and contribute to educational content that is regularly published through our Communications Department
- Specific responsibilities may include the following:
 - Develop new policies and procedures for HR functions, i.e. payroll, benefits, recruitment, leave, etc.
 - Provide coaching to leadership on employee relations issues to effectively and efficiently resolve those situations
 - Conduct compensation analysis with extensive use of market data and resources to provide recommendations for implementation
 - Perform HR Audit & Assessment services focusing on compliance, HR organizational structure and best practices
 - Engage in HR Due Diligence processes including organizational compliance and the evaluation of HR policies regarding employment, benefits, etc.
 - Perform full-cycle recruitment services for multiple positions across all levels of an organization
 - Provide interim support for clients experiencing a transition in HR leadership
 - Develop client presentations for HR and management, for ongoing client relationships and for scheduling meetings with clients and issuing client data requests
 - Write and review client PowerPoint presentations/reports including Excel exhibits and initial data conclusions, working closely with other consultants on projects to determine the exhibits to be included in final client presentations
 - Prepare project proposals, answer Requests for Proposals and attend prospective client calls

Click [here](#) to apply.