



MachMotion
14518 County Road 7240
Newburg, MO 65550
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Team Relations Manager

Overview: MachMotion is a growing company that is passionate to simplify and modernize CNC manufacturing processes. We know the foundation of our company is our team and the health of our organization. We have grown to the point (around 30 people) where a shared role of HR is no longer what is best for our team. We need strong leadership to help take care of our team and enable us in building a strong culture for the years of growth ahead!

Anticipated schedule: Part Time

Responsibilities: Responsible for helping create a great company culture, team member advocacy, recruiting new team members, and developing leaders. You will report directly to the COO and will be a part of the leadership team that runs the company. You will be responsible for the following:

1. Help lead and direct our culture
2. Provide clear feedback and input to the leadership team regarding organizational health
3. Oversee all recruiting
4. Manage and train managers in completing all performance reviews
5. Train and mentor leaders
6. Organize and plan company events
7. Manage all team member policies
8. Implement and manage benefit packages
9. Ensure fair compensation
10. Confirm compliance to all HR laws

Qualifications:

- 5-10 years' experience in leadership, business, or human resources
- Stellar written and oral communication skills
- Excellent listener

Compensation: Based on Experience