



Human Resource Generalist – Salaried Administration

How would you like to utilize your current HR and project ownership skills, as well as prior demonstrated results, to drive fundamental and sustainable improvements to the Human Resource function for a leading manufacturing company with multiple domestic and international locations?

Mueller, the nation's leading manufacturer of flow control devices for the water and gas distribution industries, seeks an experienced Human Resources professional to provide sound HR advice and generalist consultations for our Decatur Plant salaried and office population. This newly created position will have solid-line reporting to the HR Manager. This is an exciting opportunity for the right individual to own HR management within the assigned areas as well as take responsibility for value-creating projects that are actually requested and appreciated by internal customers.

This position's responsibilities will be divided among two major areas. One focus will be HR generalist type activities for the Decatur Plant salaried and office personnel. You would have responsibility for directly supporting a diverse group of clients by managing employee relations issues, leading the performance management process, compensation planning, succession planning, and all other HR initiatives for this population of approximately 110 employees.

The other major focus will end-to-end ownership of the talent pipeline, which starts with salaried recruiting all the way through succession planning. This portion of the position will include direct sourcing of some individual contributor roles as well as external recruiter management for other positions. These initiatives will also oversee future talent and gap analysis initiatives (that focus on future functional needs while creating a platform for current employees to meet these future skills), recruiting effectiveness, establishing Mueller's employment brand to candidates, and many other exciting and organizational-changing desired outcomes.

Ideal candidates would be very familiar with most or all of the following concepts and responsibilities:

- Owning large-scale and highly visible projects from concept through implementation
- Manage day-to-day HR responsibilities, including: salary/bonus planning, staffing, off-boarding, performance management, reporting/analytics
- Provide HR counsel to supported management and their teams on employee relations issues, ensuring fair and consistent enforcement of policies and practices
- Act as liaison between clients and core staff functions by assisting with rolling out new company/HR initiatives and communicating information relating to career development, recognition programs, payroll, benefits, training and staffing
- Project ownership and project management skillset with demonstrate portfolio of successful project completions, as a project owner. This would include use of tools for real-time project tracking status, as requested.
- Serve as a subject matter expert within assigned areas for employee engagement, retention, career development & diversity programs

- Mentor and provide guidance to professional staff related to their career goals. Build bench strength across the team by identifying training and development opportunities for talent throughout supported employee groups.

Exposure to Leader Standard Work, process flow maps, Lean or Six Sigma tools, or other resources to both develop and implement sustainable HR change is strongly preferred. The ideal candidate will have direct work experience with multiple HR functions (employee relations, recruiting, compensation, etc.) and various internal customer groups (operations, sales, support functions, etc.). Demonstration of an improvement mindset and the ability to collaborate with others outside the HR space is a must.

Strong candidates must bring the following prerequisites to the table:

- Bachelor's degree in HR or business-related discipline
- Five or more (5+) years HR Generalist experience
- Demonstrated and documented success in taking HR and/or business concepts through the entire implementation cycle, including leadership sponsorship, resource allocation planning, internal organizational marketing, launch, and effectiveness follow-up
- Verifiable track record of improving HR processes, not simply maintaining existing ones

Candidates desiring to set themselves apart from other candidates will possess:

- Certifications:
 - HR certification(s): PHR, SPHR, SHRM-CP, SHRM-SCP, etc.
- Prior human resource successes within a manufacturing organization
- Previous success working within a dual-matrix environment satisfying both functional and operational needs

Mueller encourages those applicants with a strong match to the items listed above to apply. This role is truly for those who can successfully execute multiple projects with varying completion dates all while serving multiple client groups.

What's offered in return for the right candidate?

- Full relocation package for qualified candidates
- Direct contact and exposure to the Senior Plant Leadership Team
- Excellent compensation package that recognizes the unique skill set sought
- Opportunity for expansion into other HR opportunities or to remain successful as a high-level individual contributor
- The perfect blend of direction and autonomy
- Expected benefits package commensurate for a publicly traded organization

Interested individuals can express their interest, in complete confidence, via the Mueller Water Products Career page: <https://mwpcareers.silkroad.com/>. Enticing submissions with enough information to warrant contact are preferred.