

HR Leader

Uptima is seeking a Human Resources Leader to create and operate a subcontracting agency within our organization. Our business is the provision of Professional Services in the software implementation space. Our customers and partners also want to subcontract staff from us. We're looking for the right candidate to create and operate this new capability, from the ground up.

This is an exciting opportunity for any candidate who wishes to join an organization that is ranked #1 in customer satisfaction by our customers and partners. Our teams fundamentally impact the success of the businesses we help, creating a rewarding work experience in a diverse work-hard, play-hard environment.

Your Background:

- Bachelor's degree in related field
- Minimum 3-5 years' experience in HR/recruiting function within the software professional services industry.
- Experience operating within a "temp agency" type organization.
- Experience with immigration processes for non-US citizens working in the USA.
- Excellent communication skills (strong English verbal and written skills).

What you will be doing at Uptima:

- Creating a new department within the company, a subcontracting agency.
- Recruiting and hiring employees and subcontractors.
- Engaging with and selling our subcontracting services to our customers and partners.
- Placing our employees and subcontractors in positions with customers and partners.
- Gathering and reporting data on subcontractor performance and department financials.
- Supporting the HR function for the rest of the organization.

The Role:

- Full-time position reporting to the CEO.
- Work locations include: San Jose, CA or Salt Lake City, UT. Remote possible for exceptionally qualified candidates.
- Travel approximately 10-15%.