

New Boston

Human Resources Services

As a successful family-owned company on a path to global growth, the Brose Group offers challenging responsibilities and exciting career opportunities to performance-driven, skilled specialists with solid professional knowledge and proven career expertise who wish to contribute to our company's success.

Your Job Specification

- Planning as it relates to budget (expenses), third party vendors, forecasting, etc.
- Lead project planning process
- Lead process implementation
- Investigate service area issues
- Ensure compliance within service areas
- Complies with federal, state, and local legal requirements by studying existing and new legislation; anticipating legislation; enforcing adherence to requirements; advising management on needed actions
- Expected to recommend new approaches, policies, and procedures to affect our continuous improvement program. (BPS)
- Create Brose marketing for service areas
- Monthly reporting (third party vendors, cost, risk)
- Adheres to all Occupational Safety and Health Administration (OSHA) regulations and implements all necessary measures for work, health, and environmental protection within the range of responsibility

Your Profile

- Bachelor's degree in Business Administration, Finance, or Human Resources (must have coursework that uses Excel and PowerPoint)
- 6-8 years work experience
- Advanced knowledge of Excel and PowerPoint
- Excellent verbal and written communication skills, able to effectively deal with employees at all levels, demonstrates group presentation skills
- Able to work under pressure and meet strict deadlines

Brose offers a high-tech work environment and a wide range of benefits. Along with competitive performance-based compensation and health insurance, our employees also benefit from attractive social and family-oriented programs throughout our North American locations*. Our benefits packages include comprehensive medical, insurance and retirement plans. Brose also provides educational assistance and a variety of community outreach, family, and sporting events. Flexible working hours and a collaborative work environment give our employees the freedom to balance work and personal life. Brose

In the Brose Group More than 24,000 employees in 23 countries are engaged in the development and production of mechatronic components and systems for doors and seats as well as electric motors in vehicles.

Our mechatronic systems for doors, seats or electric motors and drives can be found in every second new vehicle around the world today.

believes in investing in people. We offer a wide range of development programs with great opportunity for individual growth through training, international or regional assignments and tailored career paths. Our objective is to provide our employees the tools necessary to live a balanced life, experience a rewarding work environment and contribute to our surrounding communities.

*Benefits package may vary slightly per location