

We're Hiring!

HR Manager

Alcon

Alcon is looking for a HR Manager to join our team!

The HR Manager will lead and manage various aspects of the Human Resources function in support of the overall business priorities for a large MTO and Quality site. The role is a member of the Site HR Head's team, accountable for major HR initiatives such as Organization Redesign; Culture Evolution, including sustainability and progress of Quality Culture, Values & Behaviors Culture, and Diversity & Inclusion Culture; Change Management for large-scale business system initiatives and acquisition integration; HR partnering with senior clients on Site Leadership Team; providing thought leadership in partnership with Site HR Head.

Major Accountabilities:

- Organization Effectiveness
- Diagnosis and solution development for Employee Relations improvement opportunities.
- Associate Engagement Strategies
- Compensation and Salary Planning, along with all Total Rewards initiatives (inclusive of Recognition programs/activities)
- High-level Talent Acquisition
- Talent Management and Organization Development Strategies and Initiatives
- Performance Management and Talent Upgrading
- Associate Retention Strategies
- Leadership Development
- Workforce Planning for both Strategic and Operational Talent Fulfillment
- Liaise with Corporate HR COEs to ensure full leverage of expert resources
- Implement enterprise-wide HR initiatives, and balance with unique, local needs
- Provide Coaching and Counsel to Senior Site Leaders as Advisor/Consultant
- Ensure HR Process Effectiveness and Compliance
- Co-lead Site Labor Strategy
- Lead/participate in select regional and/or global initiatives
- Drive Diversity & Inclusion Strategy and Agenda
- Manage Communications Strategy/Activities for Site

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714 Columbia Avenue
Sinking Spring, PA 19608

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Minimum Requirements:

- Bachelor's Degree or equivalent years of directly related experience
- 7 Years of Relevant Experience
- The ability to fluently read, write, understand and communicate in English

Relocation assistance available for this position.

Alcon is an Equal Opportunity Employer and participates in E-Verify. Alcon takes pride in maintaining a diverse environment and our policies are not to discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, gender, national origin, age, sexual orientation, gender identity, marital or veteran status, disability, or any other legally protected status. Alcon is also committed to working with and providing reasonable accommodation to individuals with disabilities. If, because of a medical condition or disability, you need a reasonable accommodation for any part of the application process, or in order to perform the essential functions of a position, please send an email to alcon.recruitment@alcon.com and let us know the nature of your request and your contact information. Equal Employment Opportunity Posters: If you'd like to view a copy of the Alcon's affirmative action plan or policy statement, please email alcon.er@alcon.com.

Apply on-line at www.alcon.com/careers

Job ID: 286713BR

*EEO Statement

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