



Peri & Sons Farms, Inc.
Peri & Sons Farms of California, LLC
David Peri Family Farms LLC
Prime West Construction LLC
Nevada Fresh Pak LLC

Peri & Sons Farms is seeking a Human Resources Manager

Peri & Sons is a family owned, agricultural company with a collective goal of creating happiness and personal fulfillment by making sure that our employees and their families feel a sense of caring and connection to the entire operation.

Position Title: Human Resources Manager

Position Summary:

The Human Resources Manager is a strategic partner to the leadership team of Peri & Sons Farms. This role is responsible for the oversight and execution of HR initiatives, including but not limited to, recruiting, employee relations, performance management, development, employee engagement, retention, compliance and project management. Peri & Sons Farms HR manager is based in the Yerington, Nevada office.

Specific Responsibilities:

- Serve as a trusted advisor for HR programs and activities including, performance management, policies/procedures, organizational communications, benefit management, and any special projects as assigned.
- Continually make improvements to HR programs such as onboarding, training, employee guidelines, diversity-equity inclusion programs, record-keeping, investigations and documentation.
- Work with company stakeholders to establish program compliance, policies and procedures.
- Ensure company compliance with organizational policies and relevant laws including gathering information necessary for compilation of required annual reporting.
- Ensure compliance for all aspects of affirmative action for hiring and reporting including Annual EEO-1 reporting.
- Involved in and responsible for all aspects of employee relations, including but not limited to, engagement, internal reviews, investigations, performance improvement, on-boarding, and off-boarding/terminations.

Job Qualifications:

- Bachelor's degree and 8+ years of in-depth HR experience in a management role
- Strong business acumen
- Ability to build relationships and trust with and be an integral business partner with organizational leadership
- Knowledge of federal and state employment laws (Nevada, California and Washington)
- Comfortable and able to navigate proficiently with technology programs such as MS Office Suite and HRIS programs.
- Good written and verbal communication skills. Able to present ideas and information clearly and concisely.
- Bilingual a plus.

This position is full-time salary position. We offer medical, dental, vision, life and prescription drug coverage to eligible employees after completion of a 3-month introductory period. Company 401(k) is

offered after completing eligibility requirements. As a condition of employment each employee must comply with the company's Drug Free Workplace Policy.

We are a family-owned company that takes pride in our employee/employer relationships. We consider our employees are most valuable asset and foster growth and employee development as part of our company culture.

Peri & Sons Farms provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, sexual orientation or genetics. In addition to federal law requirements, Peri & Sons Farms complies with applicable state and local laws.

Qualified applicants should submit their resume to us via email to employment@periandsons.com online at <http://periandsons.com/careers.php> or apply in person at 102 McCleod Street, Yerington, NV 89447.