

Senior Manager - Human Resources

Atradius

The Atradius Group provides trade credit insurance, surety and collections services worldwide, and has a presence through 160 offices in 52 countries. The products offered by Atradius protect companies around the world against the default risks associated with selling goods and services on credit.

At Atradius, we believe in personal development and the Growth Mindset. Our Culture is based on teamwork, reliable accountability, constantly improving and unrivalled service. Read on more on our Career site: <https://careers.atradius.com/en/careers>.

Department Description

Human Resources

Job Description

Atradius Trade Credit Insurance Inc, our US subsidiary, seeks a **Senior Manager to lead the North American Regional Human Resources team**. This position reports to the President and Regional Commercial Director for the Americas with a dotted line reporting to the Global HR Director. This role involves managing HR policies, employee training and development, compliance, and strategic HR initiatives. The position is based in Hunt Valley, MD, with a hybrid working model.

In this position your key responsibilities will be:

- **HR Guidance and Support:** Provide HR guidance and support to regional leadership on issues such as employee development, engagement, performance, and legislative changes. Establishes credible relationships with management and employees, offering support and problem-solving assistance.
- **Team Leadership:** Lead and develop a team of 5 full-time HR members (3 in the US and 2 in Mexico) and additional part-time student interns as needed.
- **Policy Development:** Develop and direct regional HR policies, procedures, plans, programs, and budgets for talent acquisition, employee relations and engagement, payroll and compensation, benefits, talent development, organizational development, and systems.
- **Compliance:** Ensure compliance with local, state, provincial, and federal laws for the US and Canada employee base, including employment laws, compliance reporting, benefits, and payroll compliance. Coordinate with internal and external auditors periodically.
- **Global Collaboration:** Work closely with Group HR team and HR Senior Managers worldwide to continually develop and align on worldwide HR strategy, initiatives, policies, and processes.
- **Technical & Strategic Leadership:** Work both in hands-on, technical, day-to-day HR operations and as a strategic leadership partner.

What qualification should you have? The ideal candidate will have the following profile:

Required qualifications:

- **Education:** Bachelor's degree in HR, Business, or related fields; Master's or MBA preferred. Senior level HR certification (SPHR, SHRM-SCP) is a plus.
- **Experience:** Minimum 10 years of broad and progressive HR experience, with at least 5 years in HR leadership. Experience in the financial services sector is preferred.
- **Knowledge:** Thorough understanding of HR, payroll, and benefits laws in the US, with exposure to Mexico and Canada legislative concepts. Basic understanding of workplace immigration processes is preferred.
- **Skills:** High-level knowledge in HR management concepts, related legislation, and employee relations. Strong consultative, yet results-oriented approach. High-level knowledge of compensation and benefits in the US and Canada, with experience negotiating and designing benefits. Exposure to compensation and benefits practices in Mexico is preferred. Full fluency

in English is required; working knowledge of Spanish and/or French is preferred. Strong negotiation, influencing, and relationship management skills. Strong communication skills, both written and verbal. Excellent project and analytical skills with a focus on driving for results. Ability to maintain a high level of confidentiality and discretion. Ability to travel domestically and internationally as required (5%).

What do we offer?

- **Competitive Salary:** \$150,000 – \$200,000 annually, dependent on experience level with a 25% bonus.
- **Paid Time Off:** 3 weeks vacation, 8 floating holidays, 6 sick days, maternity and parental leave, office closure holidays.
- **Flexible Working:** Hybrid model with 3 days remote and 2 days onsite.
- **Insurance:** Medical and dental plans with shared premiums, Vision, Disability and Life Insurance fully paid by company.
- **Retirement Plan:** 401k with 100% company match up to 6% of salary contributions and annual profit share, pre-tax and Roth options.
- For more information check out our career page at: [United States - Working at Atradius](#)

Equal opportunities for all

The success of our organization stands with the quality of our people and the ideas they have. Insights and innovative solutions for our customers are the result of an interplay of cultures, knowledge and experience. That is why diversity is extremely important to Atradius. To ensure that all colleagues within Atradius can develop their qualities, we promote an inclusive culture in which everyone feels involved and valued. We encourage and welcome everyone to apply to our positions.

Do you have any questions about our offer?

Susan PAULSON, Human Resources, is available by e-mail at Susan.Paulson@Atradius.com

I am Atradius! - Do you want to know who we are?

Get to know Atradius colleagues in this video:

<https://www.youtube.com/watch?v=NnsgT04OpTU&t=4s>

Atradius is a global provider of credit insurance, bond and surety, collections and information services, with a strategic presence in over 50 countries. The products offered by Atradius protect companies around the world against the default risks associated with selling goods and services on credit. Atradius is a member of Grupo Catalana Occidente (GCO.MC), one of the largest insurers in Spain and one of the largest credit insurers in the world.

You can find further information on our website: <https://group.atradius.com>