

Vacancy Announcement System (VAS)

Position Vacancy Announcement Request

Date: 08/05/2020 Department: Human Resources Department

☐ SUS ☐ SUBR ☐ SULC ☐ SUAREC ☒ SUNO ☐ SUSLA

Application Deadline: 08/31/2020 Date position to be filled: Until Filled

Position Title: Director of Human Resources (SUNO)

Salary (annual): _____ or Salary Range: \$65,000 to \$75,000

Please check all categories that apply to this position:

Status

☐ Part-time

% of time

☒ Full-time

Faculty Position

☐ Temporary

☐ Tenure

☐ Tenure Track (Probationary)

☐ Grant

☐ Contract

Unclassified Position

☒ Administrative

☐ Temporary

☐ Permanent

☐ Contract

Classified Position

☐ Probationary

☐ Job Appointment

☐ Provisional Appointment

Contact Person: Katina Jones Telephone No: 504-286-5271

Contact Email Address: kajones@suno.edu

Contact e-mail address is for: ☐ Human Resources utilization only ☒ Posting to VAS website

Brief job description

Responds to the Associate Vice-President for Human Resources and Vice Chancellor for Administration.

This position is responsible for guiding and directing the Human Resources daily operations and services, and programs for Southern University New Orleans. Specifically, this position manages and directs all onboarding, recruiting, employee relations, and benefits. Demonstrated success working in a highly collaborative, global environment, with a track record of accomplishment with measurable business impact.

Minimal qualifications

Bachelor's degree in Business Administration, Human Resources or other related field from an accredited university is required. MBA in Human Resources preferred. Ten (10) +years' experience of strategic Human Resource leadership experience with recent experience supporting state agency HR. Strong working knowledge of federal and state employment regulations. Demonstrated success in all Human Resources functional areas within a fast-paced. Must be hands-on and capable of producing work with limited support staff. Must be results-oriented and demonstrate strategic thinking, innovation, flexibility in dealing with changing and ambiguous situations.

Remarks

Submit electronically a statement of interest, three letters of recommendation, curricula vitae, official graduate education transcripts

Apply To:

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Southern University at New Orleans
Human Resources Dept.
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New Orleans, LA 70126
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AN EQUAL OPPORTUNITY EMPLOYER