



Cornell University
ILR School

ILR Alumni Bulletin
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CORPORATE

011968 (First Posted: 11/18/2016)

POSITION: Director of Human Resources

EMPLOYER: Charter Communications

LOCATION: New York, NY

DUTIES: Actively and consistently support all efforts to simplify and enhance the customer experience. Oversee all aspects of employee relations; ensure Company policies are administered fairly and consistently. Provide consultative support to managers and supervisors. Ensure legal compliance with all applicable local state and federal employment laws, including but not limited to FLSA, FMLA and ADAAA to minimize risk/exposure to the company. Provide guidance to ensure the integrity of the performance management program and the development of employees. Partner with respective client group in order to understand the business challenges and to ensure effective and timely HR support. Manage organizational change.

QUALIFICATIONS: Bachelors degree in human resources, business, or organizational behavior or related field. Masters degree preferred. Certifications for Human Resource Professionals (PHR, SPHR) preferred. Five to seven years of Human Resource Generalist experience in a multi-location environment. At least three years of management experience.

SALARY: \$125K - \$150K

CONTACT: <https://jobs.timewarnercable.com/job/new-york/dir-human-resources-i/4673/3389514>

011969 (First Posted: 11/25/2016)

POSITION: Manager, Talent Acquisition

EMPLOYER: American Express

LOCATION: New York, NY

DUTIES: This position will utilize your previous experience in leadership and recruiting to directly lead a professional recruitment team and motivate them to drive results to the next level. Being close to the marketplace through benchmarking and networking, you will analyze both recruitment and business trends to provide expert solutions to finding top talent. Your insight will allow you to make recommendations on staffing processes, building talent pipelines and sourcing prospects that result in finding top talent. You will build strong partnerships with business leaders to provide a proactive approach to talent acquisition in key areas of our business, driving top diverse talent into hires.

QUALIFICATIONS: Full list of qualifications can be found at <https://jobs.americanexpress.com/jobs/16015360/Manager%2C+Talent+Acquisition?lang=en-US>

SALARY: Commensurate with experience.

CONTACT: Apply here: <https://jobs.americanexpress.com/jobs/16015360/Manager%2C+Talent+Acquisition?lang=en-US>. Upon submitting application, send email to Jamie.peretz@aexp.com.

LEGAL

011970 (First Posted: 11/25/2016)

POSITION: Senior Associate

EMPLOYER: Berke-Weiss Law PLLC

LOCATION: New York, NY

DUTIES: The position will entail legal research; drafting legal memoranda, pleadings, discovery documents, and reviewing document production. The successful candidate will handle client meetings and interface with opposing counsel; take and defend depositions, make court appearances, draft and review position statements, and employment and separation agreements. Experience providing advice and counsel to small businesses and non-profits also would be helpful. The candidate must be able to work independently when necessary, while being prepared to meet the changing daily demands of a small law firm.

QUALIFICATIONS: Candidate must be admitted in New York, SDNY and EDNY. Three to six years of employment law and federal litigation experience are required. Experience with government agencies, such as the EEOC, NYSDHR, and NYCCHR, and with state court practice, preferred. This is a great opportunity for someone who wants to be part of the daily operations of a small law firm, while enhancing their employment law experience by working with a well-known lawyer in the field.

SALARY: Commensurate with experience.

CONTACT: Send a resume with a cover letter to alex@berkeweisslaw.com using "Senior Associate Application" as the subject line.

EDUCATION

011967 (First Posted: 11/18/2016)

POSITION: Lead Title IX Investigator

EMPLOYER: Cornell University

LOCATION: Ithaca, NY

DUTIES: As a Lead Title IX Investigator, you will work in a highly collaborative environment. Conduct investigations of complaints filed under Policy 6.4 involving students which also includes representing Cornell to present cases potentially to attorneys, Judicial Codes Counselors (JCC), and/or a faculty panel. Conduct complex analysis to reach sound determinations, and producing high quality written work products.

QUALIFICATIONS: Juris Doctorate and three to five years of related professional experience conducting investigations and preparing, prosecuting and/or defending cases, or equivalent combination of degree and experience. Must possess absolute respect for the dignity of all human beings, regardless of their behaviors or circumstances.

SALARY: Commensurate with experience.

CONTACT: To apply and obtain further instructions, follow the below link:

https://cornell.wd1.myworkdayjobs.com/en-US/CornellCareerPage/job/Ithaca-Main-Campus/Lead-Title-IX-Investigator_WDR-00009283-1

NON-PROFIT/GOVERNMENT

011971 (First Posted: 12/09/2016)

POSITION: Communications and Social Media Manager

EMPLOYER: Transportation Institute

LOCATION: Washington, DC

DUTIES: Responsible for the development, refinement, and implementation of the association's public relations, communication, social media, website design, and outreach efforts. Some of the primary goals of the position are to maintain the association's website, develop a social media strategy, engage the media on association priorities, and refine association publications and external communications. Responsible for consistent and cohesive messaging to inform and influence selected audiences and stakeholders. An ideal candidate will have developed effective strategies and tactics to reach target audiences and have achieved tangible objectives related to traffic, social media, and constituent building.

QUALIFICATIONS: Bachelors degree preferably in English, Communication, Public Affairs, Journalism, Government, History, Marketing, or Business;

Minimum of five years of experience in communications or public affairs. Outstanding writing, oral communication, and analytical skills. Experience in creating communication plans that include goals and a strategy to accomplish them. Excellent organization and project management skills. Capability to generate creative ideas and work with minimal guidance.

Congressional experience is a plus.

SALARY: Commensurate with experience.

CONTACT: Send resume and relevant writing samples to: rberkowitz@trans-inst.org. Website: www.transportationinstitute.org.