



**Cornell University**  
**ILR School**

ILR Alumni Bulletin  
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CORPORATE

012014 (First Posted: 06/09/2017)

POSITION: Compensation Analyst

EMPLOYER: Ultra Clean Technology

LOCATION: Hayward (SF Bay Area), CA

DUTIES: Compensation Market Analysis. Focal Review Project Lead. Development of manager training materials. Growth opportunities across HR.

QUALIFICATIONS: Bachelors degree in Business Administration or Human Resources. Knowledge of compensation market analysis. Strong analytical skill and attention to detail. Ability to work independently on numerous activities and prioritize them properly while meeting deadlines. Deep interest in analyzing data and the ability to see beyond the numbers to drive sound decision-making. Expertise in Microsoft Excel.

SALARY: \$75K - \$85K

CONTACT: Contact Paul Taira, Vice President, Compensation, Benefits & HR Systems: ([ptaira@uct.com](mailto:ptaira@uct.com)).

012015 (First Posted: 06/09/2017)

POSITION: Compensation Analyst

EMPLOYER: Henry Schein Inc.

LOCATION: Melville, NY

DUTIES: This position is responsible for the implementation and administration of Compensation processes including salary administration, bonus plan administration or Long-Term Incentive Plan administration.

Salary Administration. Evaluate salaried, hourly and professional positions and make compensation recommendations to the business. Prepare and review job descriptions based on analysis of position responsibilities. Evaluate jobs using established evaluation systems, determine grades and prepare records of the validity of the evaluation. Review changes in wages and salaries for conformance to Company policy. Audit evaluation of positions and application of existing classifications to individuals. Participate in compensation surveys.

QUALIFICATIONS: Bachelors degree or global equivalent in related discipline. Typically 5 or more years of increasing responsibility in terms of any applicable professional experience. Participate in local HR organizations. Proactively keep up with regulatory changes. Professional skills with an understanding of industry practices and company policies and procedures. General proficiency with tools, systems, and procedures. Good planning/organization.

SALARY: \$50K - \$70K

CONTACT: [https://henryschein.taleo.net/careersection/hsi1/jobdetail.ftl?job=R103403&lang=en&sns\\_id=mailto#.WS8DB7Tbz5I.mailto](https://henryschein.taleo.net/careersection/hsi1/jobdetail.ftl?job=R103403&lang=en&sns_id=mailto#.WS8DB7Tbz5I.mailto).

012016 (First Posted: 06/09/2017)

POSITION: Director of Human Resources

EMPLOYER: Microboard Processing Inc

LOCATION: Seymour, CT

DUTIES: MPI, with revenues under \$75 million and 120 employees is looking for its first dedicated Director of Human Resources. Design and implement the following HR programs: Talent Acquisition including recruiting and on boarding. Compensation including base salary, bonus, and performance appraisal systems including MBO. Employee Benefits including health benefits and profit sharing. Workforce Planning including succession planning for key positions.

Compliance with federal and state affirmative action requirements. Training including cross training. CT state programs including grants and apprenticeships.

QUALIFICATIONS: Bachelors degree, prefer Masters or MBA with a HR concentration, 8 to 10 years of work experience in a high tech organization.

SALARY: Competitive salary, bonus, and benefits.

CONTACT: Send resume, salary history, contact information via email to [dmreid33@aol.com](mailto:dmreid33@aol.com).

012017 (First Posted: 06/09/2017)

POSITION: HR Business Partner

EMPLOYER: Young's Market Company

LOCATION: Tustin, CA

DUTIES: As an HR Business Partner (HRBP), you will serve as a consultant and partner to both senior leaders and functional teams in a dynamic and growing wine and spirits distributor. You will engage and support your client groups in all aspects of employee and labor relations, talent acquisition, and training/organizational development. You will collaborate with our Shared Services team, subject matter experts, and other HRBPs to create and deliver solutions to complex issues involving conduct and performance, talent management, CBA administration, compliance, and other employment related matters. Will support multiple locations with day travel required.

QUALIFICATIONS: Bachelors degree with a concentration in Business, Organizational Leadership and/or Human Resources. Three to five or more years of experience in an HR Generalist role. PHR or SPHR preferred. Demonstrated experience in providing hands-on HR support for a functionally diverse employee population. Candidates must demonstrate an ability to exercise tact and diplomacy and the ability to communicate persuasively.

SALARY: Commensurate with experience.

CONTACT: We are looking for highly qualified HR Business leaders to come and join our team! If you are interested in working at a fast-paced, high energy environment email me at erinbrown@youngsmarket.com.

UNION
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012018 (First Posted: 6/16/2017)

POSITION: Contracts Administrator

EMPLOYER: Directors Guild of America

LOCATION: New York, NY

DUTIES: The Directors Guild of America is currently accepting applications for the position of Contracts Administrator to work in its New York office. The Contracts Administrator is responsible for administering the Guild's agreements, which includes handling member inquiries, investigating contract violations and working with employer representatives to resolve them, and if necessary, pursuing violations through the contract grievance process. As part of the Guild's contract negotiations team, the Contracts Administrator supports the work of Guild Executives by analyzing research and costing out contract proposals. This position will also play a key role in serving as representative for members working in commercial production.

QUALIFICATIONS: Bachelors degree. We seek applicants with experience administering or reviewing contracts, preferably collective bargaining agreements. Must be able to work independently as well as under supervised direction, highly organized, and able to handle competing priorities and deadlines. Must have professional demeanor and ability to interface with Guild members and Employer labor relations representatives.

SALARY: Commensurate with experience.

CONTACT: Please submit current resume and salary requirements via email with subject "Contracts Administrator NY" to jobs@dga.org. No phone calls, please.

012019 (First Posted: 6/16/2017)

POSITION: Field Representative

EMPLOYER: Directors Guild of America

LOCATION: New York, NY

DUTIES: The Field Representative performs on-site inspections of the union members' workplaces to ensure compliance with DGA collective bargaining agreements and provides contract interpretation and enforcement. The position involves evening and weekend work, requires flexibility in hours, and will regularly require out-of-state travel.

QUALIFICATIONS: Bachelors or Masters degree. Preference will be given to candidates with a minimum of three years of union or entertainment industry experience, with knowledge of collective bargaining agreements and grievance procedures. Candidates must have exceptional communication, interpersonal relations, and analytical skills. Candidates must have and maintain an unrestricted New York driver's license and have their own car. A background check is required.

SALARY: \$68K - \$80K

CONTACT: Please submit current resume and salary requirements via email with subject "NY Field Representative" to jobs@dga.org. No phone calls, please.