



PR/087106 | HR Director

Job Information

Recruiter

JAC Recruitment USA

Job ID

1571236

Industry

Restaurant, Food Service

Job Type

Permanent Full-time

Location

United States

Salary

Negotiable, based on experience

Refreshed

January 6th, 2026 10:45

General Requirements

Minimum Experience Level

Over 6 years

Career Level

Mid Career

Minimum English Level

Native

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

POSITION SUMMARY

Lead the HR and General Affairs function at a major manufacturing site, ensuring compliance, driving talent strategy, and fostering a positive work environment. This is a senior leadership role with direct influence on organizational success.

RESPONSIBILITIES

- HR Leadership:** Oversee all HR and GA operations at the plant, ensuring alignment with corporate objectives and smooth daily workflow.
- Policy & Compliance:** Develop and maintain HR policies and procedures, ensuring compliance with federal, state, and local employment laws.
- Talent Acquisition:** Manage recruitment strategies, hiring processes, and onboarding to attract and retain top talent.
- Employee Relations:** Handle performance management, employee engagement, and disciplinary actions while

promoting a positive workplace culture.

- **Training & Development:** Design and implement training programs to support employee growth and HR team development.
- **Budget & Reporting:** Prepare and manage departmental budgets, monitor HR metrics, and provide insights to senior leadership.

QUALIFICATIONS

- **Education:** Bachelor's degree in HR or related field required; Master's preferred.
- **Certification:** SPHR or SHRM-SCP required.
- **Experience:** Minimum 7 years in HR management; USDA-regulated food manufacturing experience preferred.
- **Language Skills:** Bilingual in English and Spanish; Japanese is a plus.
- **Leadership:** Strong communication, negotiation, and team management skills.
- **Technical Skills:** Proficiency in HRIS systems and Microsoft Office Suite; solid knowledge of employment laws and regulations.

SALARY USD 120,000-140,000

LOCATION Santa Fe Springs, CA

WORK STYLE 100% Onsite

WORK HOURS 8:30AM - 5:30PM (includes a 1-hour lunch break)

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Company Description