

# HUMAN RESOURCE MANAGER

ALSO KNOWN AS:

PEOPLE AND CULTURE MANAGER

TALENT MANAGEMENT DIRECTOR

WORKFORCE DEVELOPMENT MANAGER

## SHAPE A SUCCESSFUL, DYNAMIC AND RESILIENT WORKFORCE.

As a Human Resources Manager, you'll be the master craftsman of company culture, moulding policies and practices that attract top talent and foster peak performance. Your expertise will ensure that the human element remains at the core of technological advancement, creating a resilient and innovative workforce ready to meet the challenges of modern manufacturing.

### KEY SKILLS

Skills which may benefit anyone considering a job as a human resource manager include:

- ☑ Communication skills
- ☑ Conflict resolution
- ☑ Leadership
- ☑ Organisational development
- ☑ Problem solving

### CAREER PROGRESSION

In this role, you may have the opportunity to progress to other positions. Career progression opportunities include:

- Chief Executive Officer
- Supply Chain Manager
- Chief Operating Officer
- Chief Financial Officer

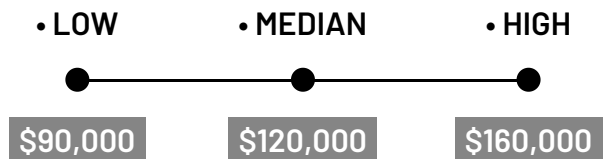
### VALUES & ATTRIBUTES

Values and attributes of anyone considering a job as a human resource manager include:

- ☑ Empathy
- ☑ Integrity
- ☑ Adaptable
- ☑ Cultural awareness
- ☑ Discretion
- ☑ Social – “Helper”

### SALARY EXPECTATION

The expected salary for a Human Resources Manager can vary across different areas of manufacturing and may increase as you become more experienced.



### RELATED INDUSTRIES

- ▶ Aerospace and Defence ▶ Chemicals, Hydrocarbons and Refining ▶ Food and Beverage ▶ Furniture and Other Products
- ▶ General Manufacturing and Engineering ▶ Meat and Seafood Processing ▶ Pharmaceutical and Medical Technology
- ▶ Polymers, Plastic and Rubber ▶ Printing and Graphic arts ▶ Pulp, Paper and Packaging ▶ Renewables ▶ Textiles, Clothing and Footwear
- ▶ Timber and Wood ▶ Transport Equipment and Machinery

### RECOMMENDED SCHOOL SUBJECTS

- Business
- Economics

### CORE SCHOOL SUBJECTS

- General Mathematics
- Essential English

## JOB OVERVIEW

Human Resources Managers in manufacturing play a pivotal role in shaping the workforce that powers industrial innovation. They oversee all aspects of human capital management, from recruitment and onboarding to training and development. As a Human Resources Manager some of your core tasks will be to ensure the attraction, performance, engagement and retention of qualified employees.

A typical day might involve strategising talent acquisition plans, developing employee engagement initiatives, managing performance evaluation systems, and ensuring compliance with labour laws and safety regulations.

You'll collaborate closely with department heads to understand staffing needs, mediate workplace conflicts, and implement policies that promote a positive work environment. In an era of rapid technological change and increasing automation in manufacturing, your role in upskilling the workforce, promoting diversity and inclusion, and maintaining a balance between human expertise and technological advancement is more crucial than ever.

As manufacturing becomes increasingly globalised and technologically advanced, your expertise in navigating financial complexities and identifying opportunities for growth becomes ever more vital to the company's success.

## WHAT WILL YOU DO?

Your role may include duties as follows:

1. Oversee the hiring process – including development of position descriptions, advertising, refining, interviewing, selection and appointment.
2. You will be responsible for onboarding, training and developing team members, and when appropriate, recommend and facilitate opportunities for upskilling and career growth.
3. You will be required to manage, assess and enact performance appraisal procedures to drive employee output including behaviour.
4. Ensure company policy reflects current industrial relations laws and make appropriate changes per legislation changes.
5. You will be tasked with assisting to resolve employee conflicts to ensure a mentally safe and productive workplace.

## HOW TO BECOME A HUMAN RESOURCE MANAGER

Becoming a Human Resources Manager in manufacturing typically requires a combination of education, experience, and strong interpersonal skills. While entry-level HR positions exist, managerial roles often require several years of experience. Here are key steps to consider:

1. Gain experience in various HR functions such as recruitment, training, and employee relations
2. Develop a strong understanding of labour laws and regulations, particularly those relevant to manufacturing
3. Build expertise in HR information systems and data analytics
4. Gain experience in change management and organisational development
5. Develop strong leadership and communication skills
6. Stay updated on emerging trends in HR and manufacturing workforce management
7. Seek mentorship from experienced HR professionals in the manufacturing sector

## VOCATIONAL EDUCATION & TRAINING

While many HR Manager roles require higher education, starting with VET can provide a solid foundation in HR principles and practices. Consider the following options:

- Certificate IV in Human Resource Management (BSB40420)
- Diploma of Human Resources Management (BSB50320)
- Advanced Diploma of Management (Human Resources)(BSB60320)

These qualifications offer practical skills in HR functions, employment law, and organisational behaviour.

## UNIVERSITY & HIGHER EDUCATION

For those aiming for senior Human Resources Manager positions in manufacturing, higher education is often beneficial:

- Bachelor of Business with specialisation in human resource management
- Master of Human Resource Management

These degrees provide comprehensive knowledge of HR theory and practice, organisational psychology, and strategic workforce planning. Many programs offer opportunities for internships or industry projects, allowing you to apply your learning in real-world manufacturing contexts.

Continuous professional development is crucial in this field. Consider pursuing certifications. Stay updated with the latest trends in HR and manufacturing through workshops, webinars, and industry publications.