

HR BUSINESS PARTNER

ColonialWebb is seeking an experienced Human Resources professional for the position of Human Resources Business Partner (HRBP). This is a new position to our HR team because of our continued growth and goals of being the employer of choice for skilled tradespersons in our region.

Location:

This position is based out of our Hampton Roads, Virginia region.

1. The primary location for this role will be at our Newport News and Norfolk offices.
2. The HRBP must be able to travel as needed within the Hampton Roads area and periodically throughout the business unit's operating footprint which may include visits to other CW offices, jobsites, or customer locations where work is being performed.
3. There is some flexibility on "work from home", but this is not a full-time remote work role.

Summary:

The HRBP position is responsible for providing HR solutions and support to assigned business units. HRBP works closely with the General Manager (GM) and local leadership to deliver value-added HR solutions, support to frontline supervisors, and the best possible career experience and culture to teammates. The HRBP acts as the HR point of contact for their assigned business units.

Who We Are:

ColonialWebb is one of the largest commercial, mechanical, and electrical contractors in the Mid-South/Atlantic region, specializing in Construction, Service, Industrial Refrigeration, and Manufacturing. We provide service to customers ranging from small businesses to Fortune 500 companies. We install, maintain and upgrade mechanical systems for America's best buildings. We can build, service, or retrofit systems for virtually any type of building – from schools and museums to high-rise office buildings and hospitals – even industrial plants that manufacture everything from potato chips to computer chips. We provide customers with engineering, design, construction, manufacturing, maintenance and repair support in the fields of HVAC, Refrigeration, Plumbing, Process Piping, Building Automation and Controls, Electrical, Green Energy Solutions, and Water Treatment Systems

Many of our teammates can speak to the culture we have built and are always trying to strengthen. We are working on becoming the employer of choice for skilled craftworkers in our regions. We are working hard on our culture and doing this by listening to our teammates and living our values of Safety, Integrity, Empathy, and Urgency. We encourage you to learn more about us on our website, YouTube, Facebook, or Instagram.

What we will offer you:

1. Excellent salary
2. Opportunities for career growth, training, and development
3. Personal leave, paid holidays, bereavement leave
4. Tuition reimbursement
5. Phone allowance
6. 401(k) plan with a generous company match
7. Medical, dental, vision, and Rx drug insurance
8. Company sponsored wellness program

9. Life and accidental death insurance
10. Short and Long-Term Disability insurance
11. Scholarship program for employees' children
12. Discounts at major cell phone and auto companies
13. And more...

What you will do:

1. Build and maintain strong working relationships with leadership, managers and supervisors, and teammates of assigned businesses units.
2. Answer questions, provide counsel and HR solutions to managers and supervisors; interpret policies to managers and teammates.
3. Analyze distributed HR/talent metrics and work with business (OU) leadership to call out areas of concerns and provide solutions.
4. Support OU during performance evaluation process to ensure on-time evals, prepare managers and teammates to participate, and track compliance and quality of the process. Assist supervisors in creating action plans for performance improvement.
5. Coordinate and support teammate engagement feedback. Build reports, analyze results, and collaborate with GM to identify and implement action plans.
6. Perform exit interviews, analyze data, and make recommendations to improve teammate engagement and retention.
7. Work with managers and teammates to review and support development and onboarding programming for targeted positions. Collaborate with GM for succession planning and development of leaders within OU.
8. Coach new supervisors (hires, promotions, and internal transfers) on CW processes.
9. Coordinate outside training and discover, design, and facilitate in-house training.
10. Assist local leadership in response to teammate or organizational emergencies.
11. Engage teammates in the interactive dialogue process, collaborate with GM on CW response, and document accommodations.
12. Investigate and recommend resolution of employee issues, complaints, and misconduct.
13. Manage and mediate teammate situations for appropriate conflict resolution.
14. Support talent acquisition/recruiting and employment brand position by collaborating with hiring managers and talent acquisition team to recommend new requisitions, provide detail on existing requisitions, and assisting hiring managers by joining interview panels, train for skills, and coordinate interviews where necessary.
15. Collaborate with GM to execute inclusion, diversity, and equity objectives.
16. Maintain visible presence in OUs by intentional site and office visits and plugging into to the OUs.
17. Collaborate with HR team to identify trends, best practices, share resources between OUs, and update policies and practices.
18. Take lead on specific HR responsibilities on behalf of the enterprise (i.e., Affirmative Action programming, apprenticeship programming, wellness, etc.).
19. Supervise and develop direct reports (if applicable) through teaching and coaching, feedback, performance guidance, and hiring to ensure development and engagement.
20. Perform other duties as assigned by supervisor or in support of business unit.

What we are looking for:

Experience & Education Requirements

1. Strong HR work experience commensurate to perform the essential functions independently (this is not an entry level position).
2. Construction and/or building service industry experience is a plus, but not required.
3. Bachelor's degree in an applicable field of study.
4. SHRM or HRCI certification preferred.
5. Strong understanding of applicable HR-related federal, state, local regulations, and HR functions (i.e., talent management, development, engagement, employee relations, compliance, etc.).

Skills & Abilities

1. Highly independent worker (does not require direct supervision).
2. Critical thinking and problem-solving skills, able to provide practical solutions.
3. Strong listening, communication, and interpersonal skills. Ability to communicate clearly and persuasively toward different audiences (verbal and written).
4. Excellent attention to detail, organization, and follow up skills.
5. Strong judgment and decision-making skills, including ability to analyze, assess, and apply logic.
6. Demonstrate ability to teach, coach and facilitate training.
7. Excellent time management skills and ability to prioritize according to urgency and importance.
8. Technological proficiency with Microsoft Office, Internet research, and various apps.
9. Ability to comfortably interact with all levels of an organization and collaborate as part of a team.
10. Ability to travel as needed across the Company's footprint to other operating locations within the business unit. Periodic regional travel is required.

Essential Attributes

1. High self-awareness, self-management, social awareness, and relationship management.
2. Strong sense of responsibility and ownership for projects.
3. Professional demeanor (appearance, attitude, and behavior).
4. Positive attitude, willing to get "hands dirty" in different projects and help others.
5. Remain calm and provide clear direction during emergencies and situations of conflict.

How to Apply:

Employment applications are accepted online at www.ColonialWebb.com/careers.

EOE M/W/Disability/Vets