

Human Resources

Experienced

HR Generalist

Full Time - Integrated Assemblies - Motherson Sequencing and Assembly Services (MSAS) - Chattanooga, USA

At Motherson, we're committed to creating long-term jobs and advancing global careers. Featured on TIME's World's Best Companies list, we are a diversified global design, engineering, manufacturing, assembly and logistics specialist, delivering full-system solutions to customers across industries. With a focus on innovation, quality and sustainability, we strive to be a trusted industrialisation partner and an employer that nurtures a diverse, inclusive workplace.

Our Integrated Assemblies division leads in automotive innovation, specialising in premium module assembly and cockpit module integration. We collaborate with customers to deliver cutting-edge solutions supporting electrification. Join us to work with advanced technology and shape the future of automotive innovation.

What you'll do

- Primary HR resource for employees and leaders, advising on policy, employee relations, performance, investigations, corrective action, conflict resolution, and employment matters
- Partner with plant leadership on workforce planning, engagement, succession, organizational effectiveness, and talent development
- Implement and administer HR policies, programs, and procedures
- Manage recruitment, onboarding, orientation, training, qualification tracking, and employee development programs
- Identify staffing needs, skill gaps, and opportunities
- Process payroll and ensure wage and hour compliance
- Administer benefits, leave, workers' compensation, accommodations, unemployment, and return to work programs
- Maintain HRIS and personnel records; support audits, compliance, status changes, separations, reporting, safety, ethics, communication, continuous improvement, and other assigned duties

What we are looking for

- Bachelor's Degree in Human Resources, Business Administration, Organizational Development, or a related field preferred.
- 3+ years of Human Resources experience in a manufacturing or industrial environment.
- Experience with ADP Workforce Now, Workforce Manager, SmartCompliance, SAP, SuccessFactors or similar HRIS/payroll systems.
- Payroll processing experience required.
- Experience with employee relations, recruiting, onboarding, compliance, and HR reporting.
- Strong Microsoft Office skills.

What we offer

- Comprehensive benefit package.
- We show our commitment to our people via the following **values**:

Interest for each other: We act with empathy and care about each other and our counterparts.

Togetherness: We work together collaboratively and selflessly.

Trust: We say what we mean, keep our promises, and treat others with respect.

Respect: We respect and value people of all backgrounds.

Enthusiasm: We are curious, ambitious, passionate, humble, and life-long learners.