



# Human Resources Generalist

A Human Resources Generalist provides human resources services for the recruitment, development and employment of staff.



Inspiring Minds to Grow

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# career profile

Name: Beverly Owens  
Job Title: Human Resources  
Generalist

Employer: Agway, Inc.

Education: BS, University of Massachusetts: Dartmouth

 I'm a people person, which is probably the biggest reason I pursued a career in human resources. I earned a bachelor's degree in human resources, which improved my chances of securing a top job.

 It is hard for me to briefly explain all the things I do because there are so many. Basically, I manage the day-to-day operations of the human resources (HR) department. My responsibility is to administer human resource policies, procedures, and programs, such as compensation, benefits and performance management systems, and safety and recreation programs. I identify staff vacancies and recruit, interview, and select applicants for hiring. I provide current and prospective employees with information about policies, job duties, working conditions, safety, wages, opportunities for promotion, and benefits. I manage training for

staff. I'm involved in determining the organization of work space. I address difficult situations, such as handling understaffing, deciding disputes, firing employees, and administering disciplinary procedures.

 I serve as a link between management and employees. I handle questions and interpret employee contracts. I advise management on issues pertaining to equal employment opportunity and sexual harassment. I also plan, organize, direct, and coordinate labor relations activities for the company.

 I truly enjoy my job. I love the daily interaction with the many people employed by the company. I also like the variety of my work and the fact that there is always something new to learn.



# Human Resources Generalist

## overview



A **human resources generalist** provides human resource services for the recruitment, development, and employment of staff.

## suggested high school courses



[agribusiness](#), agricultural leadership, communications, and mathematics

## experience needed



Obtain three to five years of leadership experience in human resources positions.

## degree(s) required



A bachelor's degree in human resources or agriculture business is preferred by most employers.

## potential employers



animal health companies, chemical companies, co-ops, equipment sales companies, financial services companies, food production companies, retail businesses, seed production companies

## salary range



\$31,832 to \$66,572

## employment outlook and trends



The employment outlook for human resources generalists is said to be **excellent**.

## professional organizations



National Association of Colleges and Employers [www.naceweb.org/](http://www.naceweb.org/)  
National Human Resources Association [www.humanresources.org/](http://www.humanresources.org/)  
Professionals in Human Resources Association [pihra.org/](http://pihra.org/)  
Society for Human Resource Management [www.shrm.org/](http://www.shrm.org/)



## Want to Learn More?

[www.agcareers.com](http://www.agcareers.com)

[www.illinoisworknet.com/vos\\_portal/industry/en/Home](http://www.illinoisworknet.com/vos_portal/industry/en/Home)

[www.mycaert.com/career-profiles](http://www.mycaert.com/career-profiles)

[www.ffa.org/documents/prof\\_handbook\\_introduction.pdf](http://www.ffa.org/documents/prof_handbook_introduction.pdf)

[www3.ag.purdue.edu/USDA/employment/Pages/default.aspx](http://www3.ag.purdue.edu/USDA/employment/Pages/default.aspx)

[www.agclassroom.org/teen/movies/career\\_movie.htm](http://www.agclassroom.org/teen/movies/career_movie.htm)