



Are you excited to help build the infrastructure of the cloud and help companies across the globe with their mission critical data center needs? Are you ready to lead the Human Resources function, including the strategic people and process related initiatives and the day to day HR operations? Can you help us to make the most of our relationship with our PEO?

Then you may be just who we're looking for to join our team as the **Human Resources Manager** reporting to the Chief Accounting Officer/VP, Human Resources.

Our purpose at CloudHQ is to provide flexible, efficient and resilient data center solutions to businesses of all sizes. Our small, yet impactful, organization was founded by the pioneer of data center REITs. CloudHQ has state of the art data center sites under control in two North Virginia locations and London, Frankfurt and Paris and we anticipate exponential growth over the next several years in the US and abroad. This position is based in our DC headquarters, just a short walk from the Metro Center station.

You might be a good fit if you are looking for an opportunity to lead:

Talent Acquisition & Onboarding

- Develop plans to drive workforce growth and recruiting strategies to attract and hire talent in the US and abroad
- Actively participate in candidate screening, selection, offer negotiation, onboarding
- Lead efforts, in conjunction with outside counsel, to ensure compliance with hiring of international employees in both the US and abroad

Compensation & Benefits

- Spearhead annual review and compensation process, in partner with leadership, to determine compensation adjustments, promotions, bonuses and other aspects of total rewards package
- Conduct detailed analyses to ensure equitable pay structure
- Maintain up to date knowledge regarding trends and CloudHQ's competitiveness in the marketplace

Talent & Performance Management

- Develop or maintain programs for all phases of employee life-cycle including onboarding, new employee orientation, performance issues, promotions and voluntary/involuntary employee exits
- Implement and maintain an effective performance management program that meets the entrepreneurial culture of CloudHQ
- Escalation point to coach, counsel and guide managers through any employee related issues and ensure that proper recognition is awarded
- Create or recommend staff development and training opportunities to meet individual and business goals
- Ensure all confidential HR data is available, reportable, and is compliant with all relevant standards

Culture & Leadership

- Recommend, implement and maintain policies and programs that meet the specific needs of CloudHQ and lead to enhanced ability to attract, retain and develop talent
- Drive recognition programs that promote a positive work environment
- Understand and help leadership to communicate the value proposition for working at and supporting the mission of CloudHQ



- Guide leadership and the organization on all matters relating to culture, inclusion and best practices/trends in employee engagement
- Lead investigations and resolve employee issues

Qualifications:

- Ability to drive strategic initiatives while maintaining a balance between “the big picture” and day-to-day events
- Strong project management and organizational skills necessary to build and maintain a sound operation
- Ability and desire to proactively and consistently present new HR ideas and strategies
- Adaptability combined with a positive attitude, high energy and a good sense of humor
- Excellent communication and presentation skills
- Executive presence, interpersonal savviness and confidence to influence leadership
- Sound judgment, problem solving and conflict resolution skills
- Seen as role model for effective people leadership, staff development, and mentorship
- Proficient MS Office skills to include Word, Excel, PowerPoint and Outlook
- Ability to build effective partnerships with leadership and employees
- Ability to work with senior management under tight deadlines, juggling multiple priorities
- Ability to work with limited supervision in a fast-paced environment
- Thorough knowledge of Federal, State, and Local employment laws as well as trends in compensation and benefits administration
- Proven high standards for quality and productivity, focusing on results
- Business acumen or ability to quickly acquire business knowledge
- Strong analytical skills
- Flexibility to travel domestically and abroad on occasion

Required Education and Experience:

- Bachelor’s degree in human resources, business or related field
- Minimum of one HR related (such as PHR or SHRM-CP) certification required
- Experience working in partnership with a PEO is a plus
- Minimum of 5+ years of senior HR generalist experience and 8+ years of progressive HR experience, preferably in a start-up environment, working with staff in HQ and satellite office locations in the US and abroad. Currently conducting or exploring opportunities in UK, France, Germany and the Netherlands.
- Although this position does not initially have any direct reports, prior people management experience is required as growth plans include future HR staff

If this sounds like the opportunity that you’ve been looking for, we’ll be happy to tell you more about our culture, our values and the benefits & perks of working with us, such as: 401(k) match that vests immediately, annual bonus opportunities for all employees, 11 paid holidays plus four weeks of paid time off and a casual and collaborative environment.

Here’s how you can apply:



Send us your resume to HR@CloudHQ.com with a short note that describes your experiences and why you're excited about this role.