



# HUMAN RESOURCES SPECIALIST

Recruit, screen, interview, or place individuals within an organization.  
May perform other activities in multiple human resources areas.

## EDUCATION & SKILLS

- Bachelor's degree
- Intermediate level
- Attention to detail
- Problem solving
- Communication
- Decision-making

## GENERAL TASKS

- Interpret and explain policies, laws, standards
- Hire employees and process paperwork
- Software
- Maintain employment records

## LEVEL UP



Have you considered a career in energy?  
**The opportunities are boundless!**

- Human Resources
- Technology
- Environmental
- Legal
- Communications
- Marketing
- Economic Development
- Community Relations
- Business Operations
- Accounting
- Regulatory Affairs
- Workplace Services
- Safety and Health
- Customer Experience

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**\$51K**  
Average Salary  
(\$24.30/hour)

**10.5%**  
Increase in Jobs  
by 2030



Premier Partner

