



# Albireo Energy

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Albireo Energy provides building automation solutions, lighting controls, electrical power monitoring, and facility management services to commercial and institutional buildings nationally. Their solutions and services help building owners and managers improve efficiency and reduce operational costs while improving comfort for tenants. Through its operating divisions, AE has a history of providing exceptional solutions to mission critical facilities such as data centers, labs, military institutions, and hospitals.

Albireo Energy was formed in 2013 with the mission of creating a national energy services and smart building solutions company. The approach has been to acquire regional businesses in key geographies throughout the U.S. and invest in organic growth. Since our founding in 2013, we have completed seven acquisitions and have grown to ~350 employees. To date, the HR function has been fulfilled using consultants and by allocating key functions across the executive team. We have reached critical mass and are excited to add an experienced HR professional to the leadership team.

## Director of Human Resources

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**Title:** Head of Human Resources

**Location:** Flexible (Located in one of the Albireo offices or in the Chicago area)

Reporting directly to the CEO, the Director of Human Resources will provide comprehensive strategic leadership in all aspects of Human Resources. He/she will serve as a key member of the leadership team to set and improve HR policies and procedures that would help drive the overall strategic direction of the business. He/she will drive the development and implementation of all Human Resources programs, policies, and procedures which will include oversight of compensation and benefits, employee relations and welfare, talent acquisition and retention, leadership development, training and development, workforce planning, and employee engagement/HR communications.

The Director of HR will be responsible for managing all HR functions nationally. Albireo Energy is a matrix and national organization and the HR professional will work with the executive team throughout the country to develop and manage initiatives. Each of our offices has managers who hire and manage local teams. Supporting these geographically diverse management teams and the national employee base will be a key function of the role.

## Responsibilities:

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- Talent Acquisition - Drive the overall talent acquisition process including strengthening the internal and external resources to meet hiring demands, continually improving the screening



process to help identify the best talent, and developing the best programs and tools to help attract and retain top talent. Oversee the interview planning and on-boarding activities in order to maximize probability for success.

- Establish and implement tools, processes and systems to improve sourcing and selection of talent and to increase consistency across the enterprise.
- Succession Planning and Employee Development - Coordinate succession and talent planning to identify key talent, assist in the creation of development plans, and support succession and retention plans.
- Employee Engagement – Work with management teams and marketing to improve employee engagement. Work with marketing to create internal programs and communications to ensure employees are contributing to a productive company culture.
- Performance Management Process – Optimize employee productivity by leading PMP. Work with divisional leaders to improve target setting, performance reviews, and employee feedback.
- Compensation Planning – Evaluate roles and compensation across the organization and standardize, where practical and beneficial, compensation plans for positions throughout Albireo.
- Integration and Diligence – Lead analysis of key employees and HR functions of acquisition targets. Identify risks with key positions and develop plans to mitigate. Lead integration of all HR functions of newly acquired companies.
- Compliance - Stay current on changes in labor laws and regulatory requirements and ensure the company is compliant with regulations in various local, state, and federal jurisdictions.
- HR Management Systems –Leverage the HR module in Microsoft Dynamic AX to optimize the HR function. Working with marketing develop and maintain an internal portal for employees to access important policies, schedule, rosters, etc.
- HR Management – provide oversight via dotted line reporting structure, providing direction and feedback to local HR administrators/office managers.
- Working with accounting, provide oversight to the payroll function.
- Owner of the Albireo 3<sup>rd</sup>-party compliance hotline

## Requirements:

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- An undergraduate degree and PHR/SPHR certification is required. A graduate degree is strongly preferred.
- 10+ years' experience in progressively responsible human resources leadership roles.
- Experience managing HR in a multi-site national operation is highly desired.
- Experience in growing organizations and in developing processes, systems, and people. This is a build role and you need to have built before to be successful.
- Experience working in lean environments with limited resources.
- Specific experience in heavily regulated labor states including CA and MA is highly desirable



- Proven interpersonal and leadership skills in building relationships and respect at all levels of the organization. Excellent verbal and written communications skills.
- Understands the meaning and implications of key financial indicators; manages overall financial performance of the HR unit; uses financial analysis to evaluate strategic options and opportunities.
- Experience working with building contractors and a blue collar workforce is preferred
- Experienced in due diligence and integration of acquisitions
- Demonstrated ability to multi-task and work in a fast-paced office setting.
- Ability to travel 30%-50% of the time.

### **Behavioural Competencies**

- Strong interpersonal and communication skills
- Clear, concise, and persuasive, communication, writing and presentation skills
- Strong orientation to deadline and detail
- Decisive, with the ability to exercise good judgement under pressure
- An individual who embraces taking a hands-on approach.
- Confident, open and willing to confront difficult issues, cope with conflict, and challenges others in order to create positive change.
- Have a point of view, but flexible in considering other approaches.
- Creative problem solver
- Ability to build relationships with people at all levels of the organization

## **Compensation and Application:**

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Albireo Energy offers competitive salary based on experience. Benefits include health, dental, vision, 401k w/ employer match, long-term disability insurance and life insurance.

To apply, please email your resume to [careers@albireoenergy.com](mailto:careers@albireoenergy.com)