



Human Resources Generalist

Fresno

Opportunity:

Lozano Smith is seeking a Human Resources Generalist to join our Fresno office. This is an excellent opportunity for an HR professional who thrives in a collaborative, professional environment and enjoys making a meaningful impact on the employee experience across the firm. In this role, you will partner with employees and managers throughout our California offices, helping support key HR programs and initiatives.

As a member of our Human Resources team, you will be involved in a broad range of responsibilities, including recruitment, onboarding, performance management, benefits administration, and employee lifecycle changes. You will also serve as a trusted resource on HR policies and procedures while providing administrative support through reporting, correspondence, recordkeeping, coordination of meetings, and other HR activities.

Qualifications:

- Minimum 5 years of progressive HR experience, preferably in a professional services or law firm environment. (PHR, SHRM-CP preferred).
- Proven success as an effective recruiter in a professional environment.
- Strong knowledge of California employment laws.
- Exceptional interpersonal, problem-solving, and communication skills.
- Ability to handle sensitive matters with discretion and professionalism.

Compensation: \$34 - \$42/hour

The posted range represents the full span for the role and does not indicate that every hire will be placed at the top of the range.

Lozano Smith is committed to giving all employees the opportunity to experience meaningful, impactful work. We consider a variety of factors, including skills, qualifications, and experience, among others. We provide competitive salary, benefits, and bonus programs.

Discover Lozano Smith

We are California's leading public agency law firm, where professionals thrive and grow. Experience a collaborative, fulfilling culture driven by mentorship, development, and community engagement.

Lozano Smith values diversity, fostering an inclusive environment where varied perspectives enrich our work and culture. Our dedication to equity and representation ensures a dynamic team that reflects the communities we serve.

Spotlight on Culture

- Mentoring Program
- Professional Development
- Child-Friendly Business Award
- Community Engagement Projects
- Collaborative Environment
- No Jerks Rule

Focus on Schools and Community

Partnering with school districts, community colleges, cities, counties and all types of public agencies is at the core of what we do. Our 30+ year commitment has positively impacted countless students and communities throughout California.