

Searching for an opportunity to make a difference? You can as an HR Associate at RMF!

RMF is a fast-growing company committed to enhancing the financial plans of older homeowners through financial products structured to supplement income, improve cash flow and preserve assets.

We are looking for a positive, organized and detail oriented **Human Resource Associate** who takes pride in producing accurate work, meeting deadlines, and solving problems in an employee focused manner.

In this position, you will be responsible for onboarding new hires, day to day HR administrative transactions, employment related inquiries, key employee programs, reporting, process improvement, etc.

If you have a 2+ years of experience, are extremely proficient in MS Office (Outlook, Word, Advanced Excel (V-look up & Pivot Tables) and PowerPoint), are strategic and analytical but also enjoy the administrative aspects of the role, then apply with us at Careers@reversefunding.com! Please include a cover letter.

This is a unique opportunity to join a best-in-class team at a great company!

RMF is an exciting company with great employees! If you would like to be part of the team, please send us your resume today. *RMF is an Equal Opportunity Employer*