

People Operations Lead

Potential Motors is an electric vehicle technology startup focused on electrifying off-road. We are developing technology that re-imagines the driving experience and radically enhances the capabilities and safety of electric off-road vehicles.

Our control system uses an advanced perception stack to understand the vehicle's terrain and environment in real time, then uses AI to proactively optimize all systems of the drivetrain. We are backed by some of Atlantic Canada's most successful entrepreneurs and approaching a period of high-growth, looking for eager people to join our team.

Job Summary:

We are looking for a People Operations Lead to join our growing and multi disciplinary team. This person will be responsible for building the foundations of the company's People function - finding and hiring talent, managing team building events, and ensuring smooth and meaningful day to day operations.

Job Type: Full time

Location: Fredericton, NB

What you will be doing:

- Recruit and retain great people for a variety of role disciplines and seniorities.
- Find ways to create an energizing and effective work culture and environment for the team, both remote and in-person.
- Build strong relationships with all members of the team.
- Work with the leadership team on growth planning and strategy.
- Identify automation opportunities for all People Operations tasks and iterate on manual administrative processes.
- Proactively create scalable processes for the People function at Potential Motors
- Maintain appropriate level of process, program, and policy knowledge in order to assist team members.
- Working with other members of the team on filing claims and grants.
- Organizing team building events.

Job requirements:

- Passion for making work great for those around you.
- Prior experience in a Human Resources or People & Culture role.
- Entrepreneurial spirit and desire to learn.
- Ability to lead and manage projects

- Willingness to work flexible hours when needed (for example interview someone located in Europe/West coast).
- Excellent written and verbal communication skills.
- Team player who can jump in and support the team on a variety of topics and tasks.
- Willing to make People Operations as open and transparent as possible.
- The ability to work in a fast-paced environment where attention to detail is essential.
- High sense of urgency and accuracy.
- Bachelor's degree and at least 2 years related experience.

Nice-to-have:

- Passion for or prior experience with electric vehicles
- Experience off-roading
- Previous experience in a startup environment
- Experience working with high-tech software or hardware companies

Why work with us?

- High level of autonomy with the opportunity to have a real-impact on a young company
- Help shape the people and culture of a high-growth organization
- Lots of room for growth within the company
- A values-driven workplace and strong founding culture
- Competitive salary + stock options

Learn more about working at Potential at www.potentialmotors.com.