

HR Specialist

담당 업무

- Deploys, implements and manages HR policies, procedures, standards and initiatives in an efficient and standardized way for the employees at the location.
- Assesses HR related needs and drafts targeted initiatives that will increase performance, organizational trust and satisfaction.
- Focuses on implementation and local adaptations taking into account global, country and Divisions and BUs guidelines to reflect the local priorities defined by location HR Head.
- Ensures a concise practical documentation according to legal regulations, if applicable.
- Supports the implementation of improving the effectiveness of the organization in his/her area of responsibility.
- Strategic Partner- Supports HR BPs and HR Location Head in their role as strategic partner
- Change Agent- Supports HR BPs and HR Location Head in their role as change manager
- Reporting- Continuously evaluates performance according to defined Key Performance Indicators (KPIs) and Operating Figures

- Summarizes and completes reporting within the local Organization and publishes reporting results

- HR continuous improvement of processes and IT systems- Collects and provides change requests towards Process Consultants to ensure effective HR IT systems
- Provide Support & Coordination to one or more below roles:
 - Employer Branding, Recruiting& Staffing
 - Talent & Performance Management
 - Learning & Training
 - Compensation & Benefits
 - Labor & Employee Relations

지원자 프로 필

MBA -HR / Commerce Graduate

Candidates with degree from Delhi University will be given preference.

채우 조건

Minimum 2-3 Years of Experience

Hands on experience with MIS.



직무-아이디
REF76741G

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기업 소개

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