

# HR Location Specialist

## Your tasks

- Ensures effective HR processes by collaborating with HR Operations regarding the full portfolio of HR related services (e.g. payroll, HR data).
- Ensures employee data accuracy.
- Ensures monthly KPI's report and data analysis.
- Ensures data availability and quality of the audit/compliance related records (i.e. record of compensation decisions, training certificates, exit interviews).
- Collects and provides change requests towards HRO and CoEs to ensure effective HR IT systems.
- Executing Job Evaluation based on local, country or/and cooperation policies.
- Consulting on Compensation Policies and Programs, Benefits & Pensions to assist business needs.
- Steering and facilitating annual Salary Review.
- Supporting the implementation of a fair, equitable and competitive total compensation package that fits and is aligned to our company's strategy, business goals and corporate values.
- Considering Compensation Policies and Programs & Market Benchmarking, Policies & Programs (if not covered at a country level).
- Ensuring that compensation practices are following current legislation (pay equity, human rights, etc.)
- Using various methods and techniques and making data-based decisions on direct financial, indirect financial and nonfinancial compensations.
- Participating in salary and labor market surveys to determine prevailing pay rates and benefits.
- Supporting the COEs in ongoing research into emerging trends, issues and best practices.
- Ensuring legal compliance with HR activities within scope of responsibility, including regulatory compliance to local employment/labor laws and legislation.
- Ensuring compliance to all relevant regulations (including Affirmative Action, EEO where applicable).
- Acting as company representative towards external parties (courts, fairs, local networks, authorities).
- Providing advice and supporting HR Staff at the location pertaining to HR activities including labor relations & employee Relations.
- Performing agreed location LR strategy.
- Advising, coordinating and communicating from corporate/country strategy derived local labor strategy and initiatives, bringing results to location management.

## Your profile



Job ID  
**REF81553W**

Field of work  
**Human Resources**

Location  
**Silao - Las Colinas**

Leadership level  
**Leading Self**

Job flexibility  
**Onsite Job**

Contact  
**Luz Zuñiga**

Legal Entity  
**Continental Automotive  
Mexicana, S. de R.L. de C.V.**

- Bachelor's degree
- Advanced English
- Experience:
  - In similar position
- Skills:
  - Team work
  - Ownership
  - Autonomy

## **Our offer**

Continental we are committed to building an inclusive and discrimination-free ecosystem in Mexico, these principles are rooted in our corporate philosophy and culture. Therefore, it is totally forbidden to request a pregnancy or HIV test as part of our selection processes.

#LI-LZ1

Ready to drive with Continental? Take the first step and fill in the online application.

## **About us**

Continental develops pioneering technologies and services for sustainable and connected mobility of people and their goods. Founded in 1871, the technology company offers safe, efficient, intelligent and affordable solutions for vehicles, machines, traffic and transportation. In 2022, Continental generated sales of €39.4 billion and currently employs around 200,000 people in 57 countries and markets.