

HR Manager Singapore & Internal Communications IAPAC

Your tasks

This position is open only to candidates who are Singapore citizen or Singapore PR holders.

HR Location Singapore:

- **Strategic Leadership:**
 - Drive initiatives that enhance employee engagement, retention, and performance.
 - Collaborate with senior management to create a positive workplace culture.
- **Talent Acquisition and Recruitment:**
 - Oversee recruitment efforts to ensure timely hiring of talents.
 - Implement effective sourcing strategies to attract skilled and motivated individuals.
 - Oversee/ contribute to mobilization, housing and integration efforts of all sponsored individuals.
- **HR Operations and Compliance:**
 - Manage HR processes, including onboarding, performance management, and benefits administration.
 - Ensure compliance with relevant employment laws and regulations.

Internal Communications IAPAC:

- **Planning & Organization on BA level:**
 - Plan and manage internal events and initiatives on BA level
- **BA Strategic Topics**
 - Develop, manage and implement the internal communication strategy to support the execution of the BA strategy
 - Manage internal communication channels on BA level (e.g., Intranet, ConNext, ...)
 - Responsible for internal communication of crisis topics and issues on BA level
 - Responsible for transformation and change communication on BA level
- **Support & Guidance**
 - Consult and support leaders with communication measures and training
 - Advise BA management on positioning in internal channels Collaboration
 - Align and coordinate with Group Sector Communication
 - Align and coordinate with location communicators
 - Participate in regular exchange and best practice sharing with Internal Communications network

Your profile



Job ID
REF88840L

Location
Singapore

Leadership level
Leading Self

Job flexibility
Hybrid Job

Legal Entity
ContiTech Singapore Pte. Ltd.

- Bachelor degree, MBA is a plus
- > 8 years Generalist HR Management
- Employer branding experience is a plus

Our offer

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 2023, Continental generated preliminary sales of €41.4 billion and currently employs around 200,000 people in 56 countries and markets.

ContiTech is one of the world's leading industry experts. Far beyond our roots as a rubber products manufacturer, we offer connected, environment-friendly, safe and convenient industry and service solutions using a range of materials for off-highway applications, on rails and roads, in the air, under and above the ground, in industrial environments, for the food industry and the furniture industry. As a group sector of Continental, ContiTech currently employs more than 40,000 people in 40 countries and regions and is active as a global industrial partner in Asia, Europe, North America and South America.