

ISE-Suzuki Egg India Pvt. Ltd. HR manager job description

We are looking for a strong and experienced HR Manager to oversee all aspects of human resources practices and processes within Ise-Suzuki Egg India.

The required responsibilities involve managing activities such as job design, recruitment, employee relations, performance management, training & development and talent management.

Responsibilities

- Develop and implement HR strategies and initiatives aligned with the overall business strategy and well coordinate with COO and Tokyo office
- Bridge management and employee relations by addressing demands, grievances, or other issues
- Manage the recruitment and selection process
- Support current and future business needs through the development, engagement, motivation, and preservation of human capital
- Develop and monitor overall HR strategies, systems, tactics, and procedures across the organization
- Nurture a positive working environment
- Oversee and manage a performance appraisal system that drives high performance
- Maintain pay plan and benefits program, design incentive scheme for Business Development
- Assess training needs to apply and monitor training programs
- Report to management and provide decision support through HR metrics
- Ensure legal compliance throughout human resource management

Requirements and skills

- ✓ Proven working experience more than 7 years as HR Manager at preferably global corporation or India's large corporation (Critical factor)
- ✓ In-depth knowledge of HR systems, wage structure and databases, In-depth knowledge of labor law in India and HR best practices (Critical factor)
- ✓ Experience to design sales incentive scheme, HR policy design/revision, performance appraisal that links with wage raise (Critical factor)
- ✓ Degree in Human Resources or related field. On campus undergraduate or post graduate
- ✓ Ability to architect strategy along with leadership skills
- ✓ Strong in English, both in writing, and speaking
- ✓ Ability to create accurate reporting and documentations

Workplace: Noida, UP