



PR/122654 | HRGA Manager

Job Information

Recruiter

JAC Recruitment Indonesia

Job ID

1512276

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Indonesia

Salary

Negotiable, based on experience

Refreshed

January 22nd, 2025 09:01

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Our client is engaged in the manufacturing industry, a multinational company from US.

Job Description:

- Oversee HR and General Affairs.
- Manage recruitment, employee relations, and performance.
- Handle payroll and benefits.
- Develop HR policies.
- Supervise HR staff.
- Manage administrative tasks.

Requirements:

- Bachelor's degree in HR or related field.
- 3-5 years of HR managerial experience.
- Strong leadership and communication skills.

- Knowledge of HR software and laws.

Company Description