



PR/109103 | GM_HR

Job Information

Recruiter
[JAC Recruitment India](#)
Job ID

1523215

Industry

Petrochemical, Energy

Job Type

Permanent Full-time

Location

India

Salary

Negotiable, based on experience

Refreshed

March 25th, 2025 17:00

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

Position: GM-HR
Location: Delhi
Company overview: Japanese trading company
Primary Purpose:

- Responsible for Overseeing Human resource Planning & Budgeting, and hiring, pay role management, and attendance management. Strong leadership.
- Culture Building and Employee Engagement
- HR Policies and compliance
- Manage labour issues between company and staff

Major Accountabilities:

Responsible for the necessary rules and regulations for growing the company, management strategies, and processes necessary for organizational expansion.

- Experienced in human resources, labor and management.
- Experience in planning and implementing organizational strategies with other departments.
- Having knowledge of making contracts is must.
- Work experience at a company where has some factories or branches in different states in India. (Not must. preferable)

- Develops implements, manages, and administers policies and programs related to employee initiatives, employee relations, wage and salary administration, training, orientation, safety, health, and benefits effectively by governmental regulations.
- Manages the employment process of hourly and salary employees including recruitment, selection, offers of employment, relocation new hire orientation.
- Payroll Management
- Developing and implementing HR strategies and initiatives aligned with the overall business strategy.
- Oversee and manage a performance appraisal system that drives high performance.

Educational Qualification: Post Graduate Diploma in Management

Experience (in years): minimum10Years

Company Description