



## PR/116271 | HR Manager (Chiang Mai)

## 募集職種

## 人材紹介会社

ジェイエイシーリクルートメント タイランド

## 求人ID

1510161

## 業種

物流・倉庫

## 雇用形態

正社員

## 勤務地

タイ

## 給与

経験考慮の上、応相談

## 更新日

2024年12月11日 18:22

## 応募必要条件

## 職務経験

3年以上

## キャリアレベル

中途経験者レベル

## 英語レベル

ビジネス会話レベル

## 日本語レベル

ビジネス会話レベル

## 最終学歴

短大卒：準学士号

## 現在のビザ

日本での就労許可は必要ありません

## 募集要項

## HR Manager

Working Location: Chiang Mai

Working day: Monday – Saturday

Working time: 08:00 – 17:30

The HR Manager will oversee all human resources functions within the logistics sector with a primary focus on payroll management, ensuring effective recruitment, compliance with employment laws, and leading the HR team to support organizational goals.

## Key Responsibilities:

- Payroll Management:
  - Oversee the entire payroll process, ensuring accurate and timely compensation for all employees.
  - Ensure compliance with federal, state, and local payroll regulations, including tax withholdings and reporting.
  - Address payroll inquiries and resolve discrepancies efficiently.
- Team Management:
  - Lead and develop the HR team, providing training and support to enhance their

skills and performance.

- Foster a collaborative and positive work environment, encouraging team engagement and morale.
  - Conduct regular performance evaluations and implement improvement plans as necessary.
  - Employment Law Compliance:
    - Stay updated on employment laws and regulations to ensure organizational compliance.
    - Develop and implement HR policies and procedures that align with legal requirements and best practices.
    - Serve as a point of contact for legal inquiries related to employment issues.
  - Recruitment and Staffing:
    - Manage the recruitment process, from job postings to interviewing and onboarding new hires.
    - Collaborate with management to identify staffing needs and develop job descriptions.
  - Employee Relations:
    - Address employee concerns and grievances, promoting a positive workplace culture.
    - Implement employee engagement initiatives and recognition programs.
  - Strategic HR Planning:
    - Analyze HR metrics to inform strategic decisions regarding workforce planning and talent management.
    - Collaborate with leadership to align HR strategies with business objectives.
- Qualifications:
- Education: Bachelor's degree in Human Resources, Business Administration, or a related field.
  - Experience: Minimum of 5 years in HR management, with specific experience in payroll and employment law within the logistics industry.
  - Experience with logistics operations and workforce management.

Skills:

- Strong knowledge of payroll systems and employment regulations.
- Excellent leadership and communication skills.
- Proficiency in HR software and Microsoft Office Suite.
- Strong analytical and problem-solving abilities.

#LI-JACTH  
#Bangkok  
#countrythailand

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会社説明