



PR/158549 | HR Manager (IR&ER)

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マレーシア

求人ID

1521557

業種

その他（メーカー）

雇用形態

正社員

勤務地

マレーシア

給与

経験考慮の上、応相談

更新日

2025年02月11日 10:32

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

Company and Job Overview

A rapidly growing manufacturing industry company in Kulim is seeking for an HR Manager (ER&IR) to oversee industrial and employee relations to ensure a positive and legally compliant workplace. The ideal candidate will be responsible for managing company policies, handling employee discipline, advising on best practices, and promoting a fair work environment. This role requires at least 5-10 years of experience in in Malaysian Labour Law, IR/ER, Employment Act.

Job Responsibilities

- Develop and implement policies and procedures in line with Malaysian labour laws.
- Ensure employee understanding and compliance, handle disciplinary cases, lead Domestic Inquiry proceedings.
- Train disciplinary panel members, manage grievances and conflict resolution.
- Drive a positive work environment by aligning with company values & executing engagement programs.

- Supporting onboarding and exit processes, organizing development initiatives, and handling additional responsibilities as assigned.

Job Requirements

- Bachelor's degree in human resources or with LLB qualifications, or related field required.
- Five to ten years of related experience required.
- Preferably Senior Executive / Asst. Manager / Manager specializing in Human Resources or equivalent.
- Strong supervisory and leadership skills.
- Strong knowledge & experience in Malaysian Labour Law, IR/ER, Employment Act and other related legislation.
- Able to speak in Mandarin because need to deal with China counterparts

会社説明