



PR/109095 | Deputy General Manager-HR

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インド

求人ID

1522340

業種

土木

雇用形態

正社員

勤務地

インド

給与

経験考慮の上、応相談

更新日

2025年04月01日 05:00

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

Position: Deputy General Manager-HR

Company Overview: Japanese construction company

Location: Delhi

Job Details:

Policy Development: Develop, update, and implement HR policies to meet business needs and ensure compliance, while effectively communicating them across the organization

Risk and Compliance Management:

Proactively address workplace incidents and safeguard the company from potential legal risks.

Ensure compliance with statutory regulations, workplace safety standards, and POSH (Prevention of Sexual Harassment) guidelines, as well as other anti-harassment policies.

Talent Acquisition and Workforce Management:

Develop and execute strategies for talent acquisition, onboarding, and workforce planning.

Manage internal transfers to optimize workforce allocation.

Manage the recruitment process for both campus and experienced hires to fulfill manpower requirements in a timely and

efficient
manner.

Compensation, Benefits, and Process Optimization:

Streamline HR processes to improve efficiency and ensure accurate record-keeping.

Oversee payroll, salary disbursements, and annual bonuses.

Manage employee benefits, including Provident Fund (PF) activities, paid leave, and other related benefits.

Oversee annual salary reviews, aligning adjustments with performance, market trends, and budgets to ensure fairness and competitiveness.

Employee Engagement and Support:

Foster a culture of diversity and inclusion, ensuring equal opportunities for all candidates and employees, regardless of religion, caste, or creed.

Address employee grievances and promote engagement initiatives to boost morale.

Desired Candidate (Area/ Field of Experience, Age, etc.)

Strong problem-solving skills and the ability to effectively address challenging situations.

Demonstrated ability to manage multiple tasks at once and prioritize effectively.

Experience in a Japanese company, an international company, or a construction company is an advantage.

Qualification:

Bachelor's or master's degree in human resources, Business Administration, or a related field.

Sound knowledge of local labor laws and regulations.

Work Experience (in years):

Minimum 10+ years of HR experience, including leadership roles

会社説明