



## 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29日 02:00

### 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

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会社説明