



## **HUMAN RESOURCE MANAGER**

Location: Bangalore

**Company Profile:** The company is a manufacturer of cables and wires.

### Responsibility:

- Recruitment organization, Induction of New Joiners.
- Delight the employees throughout the lifecycle, from attraction, on boarding, development, engagement to retention.
- Preparing Contract Agreement for Contractors and other documents required as per Factory Act and other Labour Laws.
- Assist in designing and organizing employee engagement events and activities and social responsibilities programs.
- Develop team-building exercises and workshops.
- Identifying training needs across levels through different identification tools.
- Prepare monthly and annual training plan on the basis of the Company.
- Organizing & coordinating the training programs (in house or external) as per training plan.
- Daily exchange with Global Manager to exchange on specific work situations.
- Participate to implementation of programs that connect employees with business goals.

# **Required Profile:**

#### Skills:

- Excellent in communication.
- Fluency in English and Kannada is a must.
- Minimum 10 years experience in HR communication inside manufacturing company.
- French language or having worked in a French company is a good value addition.
- Strong knowledge of MS Office (Excel, PowerPoint and Word).
- Attentive to details.
- Drive for results.
- Communication should be effective.

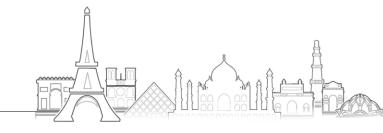
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