

HR Manager

Uchádzača overíme na vašu žiadosť

Očakávaná mzda: **5 000 €**

Cena: **6 000 € bez DPH**

Preferovaná pracovná pozícia

HR Manažér

Personálny riaditeľ

Preferovaná lokalita

Bratislavský kraj

Jazyky

Slovensky - Expert (C2)

Anglicky - Pokročilý (C1)

Nemecky - Mierne pokročilý (B1)

Taliansky - Začiatočník (A2)

Pracovné skúsenosti / Work experiences

01/2017 - today

HR MANAGER

Zameranie spoločnosti:

Manufacture of electronic components

- » provide advisory services to the management team on required actions plans
- » design and administer training plans and programs to promote and develop critical skills.
- » implement existing and new legislation to ensure compliance with European, country, and local legal requirements.
- » formulate and implement efficient HR policies/procedures, to promote strong employee engagement, and ensure compliance with legal, regulatory requirements
- » represent the company in negotiations with unions, ensuring aligning with company policy and HR laws
- » support managers by establishing development opportunities, to ensure high performance and productivity
- » provide situational coaching to managers and employees as part of succession planning and employee engagement strategy
- » spearheaded management appraisals, and mentorship programs, which led to improved HR procedures and achieved monthly savings of, 200k on agency worker costs, 5k on recruitment and advertising costs, and 30k on process improvements

11/2015 - 11/2016

HR MANAGER

Zameranie spoločnosti:

Warehousing and storage

- » held oversight for all HR activities including defining of employment terms, compensations, labour relations, and employees' benefits.
- » collaborated with departmental managers in establishing training needs, and in executing staff development programs
- » managed coaching, counselling, and staff disciplinary procedures, and also led activities which included planning, monitoring, appraisals, and review of staff job descriptions
- » evaluated merit compensations by determining production, productivity, quality, and customer-service delivery standards
- » developed action plans by measuring and analyzing results, and initiated corrective actions to minimize the impact of variances which successfully achieved 3k monthly savings on recruitment costs, a 20% rise in effectivity, and 30% reduction in attrition

04/2013 - 11/2015

HR MANAGER

Zameranie spoločnosti:

Sale of cars and light motor vehicles

- » coordinated all staff-based activities, from resource planning and recruitment which focused on both operational and strategic perspectives
- » ensured the HR database was up to date and contained accurate employees' details to support efficient and timely execution of payroll process
- » addressed employees' grievances and performance issues in full compliance with legal and professional rules and regulations
- » instituted a process of evaluating organizational structure, job design, and personnel resources to ensure productivity and smooth information flow either through top-down or bottom-up channels
- » promoted strong working relationships with management and staff by providing effective advisory, guidance and coaching services
- » achieved a 20% reduction in overall employees' turnover, 8k monthly savings on recruitment costs, and 5k monthly savings on HR service outsourcing

04/2010 - 04/2013

HR MANAGER

Zameranie spoločnosti:

Non - life insurance

- » initiated a formal plan to attract, develop and talents, while ensuring vigilant oversight in all recruitment and succession management programs
- » formulated workforce plans and programs which ensured that all operations were aligned with the company's overall strategic objectives
- » planned and orchestrated learning skills and career development initiatives by concocting a reliant mix of development programs which met the company's unique requirements

Vzdelanie / Education

09/2009 - 06/2014

Faculty of Human Resources and Personnel Management

MASTER'S DEGREE