



## PR/158623 | Regional HR Manager

### Job Information

**Recruiter**
[JAC Recruitment Malaysia](#)
**Job ID**

1536620

**Industry**

Retail

**Job Type**

Permanent Full-time

**Location**

Malaysia

**Salary**

Negotiable, based on experience

**Refreshed**

April 30th, 2025 16:03

### General Requirements

**Minimum Experience Level**

Over 3 years

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Business Level

**Minimum Education Level**

Associate Degree/Diploma

**Visa Status**

No permission to work in Japan required

### Job Description

#### COMPANY OVERVIEW

A leading global omnichannel retailer of sports fashion footwear, apparel, and accessories, combining globally recognized brands. They are seeking a highly skilled and motivated **Manager, People** to lead HR operations, enhance employee experience, and drive talent acquisition efforts in the rapidly expanding Malaysia, Singapore, and Thailand retail markets. This role is pivotal in optimizing HR processes, fostering a positive workplace culture, and implementing effective talent strategies. Candidates with experience in training and development will have the opportunity to contribute to employee growth and overall organizational success, which is an added advantage.

#### JOB RESPONSIBILITIES

##### HR Operations :

- Oversee day-to-day HR functions, including employee relations, performance management, and policy administration.

- Ensure system data accuracy.
- Develop and implement HR processes and procedures to enhance operational efficiency.
- Ensure compliance with all labor laws, company policies, and internal procedures.

**Talent Acquisition:**

- Lead and manage end-to-end recruitment processes across SEA hiring.
- Partner with hiring managers to assess staffing needs and implement effective recruitment strategies.
- Build and maintain a talent pipeline for current and future openings.
- Establish strategic partnerships with universities and educational institutions to strengthen the company's brand.

**Employee Experience:**

- Develop and execute initiatives to improve employee retention and overall experience.
- Act as a trusted advisor to managers on employee relations and conflict resolution.

**Training and Development:**

- Develop and implement training programs to enhance employee skills and performance.
- Partner with managers to identify training needs and career development opportunities.
- Facilitate employee onboarding and orientation programs for new hires.
- Monitor the effectiveness of training programs and adjust as needed to meet organizational goals.
- Stay current on industry trends and best practices to introduce innovative learning solutions.

**Strategic HR Support:**

- Align HR initiatives with business goals and objectives.
- Provide insights and recommendations on workforce planning, performance management, and employee development.
- Analyze HR data to identify trends and opportunities for improvement.
- Lead HR projects and initiatives that support business growth and organizational efficiency.

**Compensation & Benefits:**

- Oversee compensation programs to ensure alignment with market trends and internal equity.
- Manage benefits administration, including health insurance and employee perks.
- Provide strategic insights on compensation adjustments and incentive programs.

**JOB REQUIREMENTS**

- Bachelor's degree in Human Resources, Business Administration, or a related field.
- Over 8 years in HR management, with expertise in HR operations, talent acquisition, and employee experience.
- In-depth understanding of HR practices, local labor laws, and compliance procedures for Malaysia, Singapore, and Thailand.
- Strong interpersonal and communication skills, capable of building relationships at all organizational levels.
- Proficient in HR software and tools (HRIS, ATS, etc.).
- Ability to manage multiple priorities and meet deadlines in a fast-paced environment.
- Experience in a regional capacity is advantageous.

- Strong problem-solving skills, with the ability to handle sensitive employee matters discreetly and promptly.

We invite you to apply online or feel free to contact me directly for more information about this exciting opportunity. Due to the high volume of applicants, we regret to inform you that only shortlisted candidates will be notified. Thank you for your understanding.

#LI-JACMY  
#stateselangor

---

### Company Description