



PR/109751 | Senior Manager HR

Job Information

Recruiter

JAC Recruitment India

Job ID

1560921

Industry

Retail

Job Type

Permanent Full-time

Location

India

Salary

Negotiable, based on experience

Refreshed

October 7th, 2025 11:35

General Requirements

Career Level

Mid Career

Minimum English Level

None

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

- Job Responsibilities
- Develop organizational strategies (organizational design, job flow, talent development, and initiatives to enhance employee engagement) to contribute to the achievement of business plans.
- Plan, manage, and execute recruitment activities (sourcing, interviewing, and onboarding).
- Formulate, implement, and maintain HR policies, the employee handbook, and performance management systems.
- Oversee labor management (attendance tracking, payroll processing, performance evaluations, and HR record keeping).

- Support organizational development through training, career planning, and employee engagement initiatives.

Ensure compliance with Indian labor laws and advise management on labor-related risks.

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Company Description