

PR/110847 | HR

Job Information

Recruiter
JAC Recruitment India

Job ID
1619229

Industry
Civil Engineering and Construction

Job Type
Permanent Full-time

Location
India

Salary
Negotiable, based on experience

Refreshed
November 24th, 2026 11:00

General Requirements

Minimum Experience Level
Over 10 years

Career Level
Mid Career

Minimum English Level
Fluent Level

Minimum Japanese Level
None

Minimum Education Level
Associate Degree/Diploma

Visa Status
No permission to work in Japan required

Job Description

Job Description:

- Reporting to the Managing Director, the HR Director will be responsible for:
- Overseeing and driving the development of HR functions such as; HR strategy, compensation, recruiting, employee relations and training & development
- Establishing internal policies and procedure as required to ensure availability of the most effective resources for the organisation
- Advising on local employment conditions and cultural considerations in organisational planning
- Building and maintaining an HR team of approximately 12, to successfully recruit and train all levels of Indian engineering staff as well as executive staff
- Maintaining external relationships with employment agents and educational institutions etc. as part of the recruitment process

- Acting as the main liaison to the Managing Director to ensure effective planning and implementation of HR policies and systems
- Planning and leading HR training and development programs
- Complying with all federal and local legal requirements by studying existing and new legislation
- Promoting a safe working environment for all employees

Required Skills / Experiences

- Bachelor’s degree in human resources management or a closely related field
- Minimum of 15 years’ experience in human resources in the engineering industry or a closely related field
- Proven track-record of recruiting and orienting large numbers of staff
- Exceptional leadership and managerial skills to oversee the HR department and work with all employees within the company

Preferred Skills

- Higher education degree in human resources
- Understanding of Japanese corporate culture and customs
- Administrative experience specifically concerning international projects (Visa approval procedures etc.)
- Location: Chennai, Tamil Nadu (Address TBD)

Notice: By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

Privacy Policy Link: https://www.jac-recruitment.in/privacy-policy
Terms and Conditions Link: https://www.jac-recruitment.in/terms-of-use

Company Description