



PR/117066 | Employee Relations Associate Manager

募集職種

人材紹介会社

ジェイエイシーリクルートメント タイランド

求人ID

1537192

業種

ビジネスコンサルティング

雇用形態

正社員

勤務地

タイ

給与

経験考慮の上、応相談

更新日

2025年04月30日 16:21

応募必要条件

職務経験

3年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル

日本語レベル

ビジネス会話レベル

最終学歴

短大卒：準学士号

現在のビザ

日本での就労許可は必要ありません

募集要項

Job description:

HR Employee Relations (70%)

- Provide support to local HR teams in handling sensitive employee matters and reviewing cases of employee misconduct. This includes investigating and recommending disciplinary actions, considering the severity of the violation, fairness, and local employment laws.
- Assist the Corporate Investigations team with reviewing Business Ethics Line issues and conducting local employee investigations.
- Evaluate policy issues related to legal risks and collaborate with legal advisors to ensure compliance.
- Develop metrics and utilize analytics to monitor the progress of Employee Relations (ER) programs, and create detailed review presentations for the Leadership team.

HR Project and Learning & Development (L&D) Support (30%)

- Coordinate and manage various learning programs, including both onsite and online training sessions.
- Handle training logistics, such as scheduling and venue coordination.
- Support HR projects in Thailand as assigned, such as employee engagement surveys and engagement activities.
- Submit required documents to the Department of Skill Development on a monthly basis.

Qualifications:

- Bachelor's Degree or equivalent work experience, ideally in Human Resources Management or Business Management.
- At least 3 years of relevant work experience.
- Experience working in a global or multinational environment.
- A minimum of 2 years of experience in Labor Relations or Employee Relations.

会社説明