



マレーシアの求人なら
JAC Recruitment Malaysia

PR/159767 | HR 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マレーシア

求人ID
1564939

業種
教育・学校

雇用形態
正社員

勤務地
マレーシア

給与
経験考慮の上、応相談

更新日
2025年11月11日 10:50

応募必要条件

キャリアレベル
中途経験者レベル

英語レベル
無し

日本語レベル
無し

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

Company Overview

Our client is an established education institution with campus in Iskandar Puteri, Johor Bahru.

Key Responsibilities

- Oversee all HR functions: recruitment, onboarding, employee relations, performance management, and payroll.
- Develop and implement HR policies and best practices aligned with our vision and values.
- Manage compensation and benefits programs to ensure fairness and competitiveness.
- Partner with leadership to provide strategic HR support and workforce planning.
- Analyze HR metrics to identify trends and recommend improvements.
- Ensure compliance with Malaysian labour laws and employment regulations.
- Foster a positive, inclusive, and engaging workplace culture.
- Act as the primary contact for employee queries and conflict resolution.

- Build strong relationships with stakeholders across the organization.

Job Requirements

- Bachelor's degree in HR Management, Business Administration, Industrial Relations, Psychology, or related field.
- Minimum 5 years of progressive HR experience.
- Strong knowledge of Malaysian labour laws and compliance standards.
- Hands-on approach to resolving HR issues independently.
- Excellent leadership, interpersonal, and communication skills.
- Proficient in Microsoft Office and HR management systems.
- Professional certifications (PHR, SPHR, MIHRM) are an advantage.

#LI-JACMY

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.

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会社説明