



PR/110689 | Am / DM - HR

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インド

求人ID

1609444

業種

自動車・自動車部品

雇用形態

正社員

勤務地

インド

給与

経験考慮の上、応相談

更新日

2026年08月25日 11:12

応募必要条件

職務経験

10年以上

キャリアレベル

中途経験者レベル

英語レベル

流暢

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

Designaton - AM/DM HR

Location - Bawal

Key Responsibilities & Requirements

- Oversee and manage established HR operational processes, including payroll administration, contractor workforce management, attendance, and statutory compliance, ensuring smooth and efficient execution of day-to-day activities.
- Ensure full compliance with applicable labor laws, factory regulations, and statutory requirements. Demonstrate strong knowledge of labor legislation and proactively manage interactions with regulatory and government authorities, including labor departments, factory inspectors, and other compliance bodies.
- Handle employee relations matter effectively by addressing grievances, facilitating conflict resolution, promoting a positive work environment, and ensuring adherence to company policies and labor practices.
- Serve as a key liaison between employees, contractors, management, and external stakeholders, exhibiting strong

communication, stakeholder management, and relationship-building skills.

- Coordinate and support audits, inspections, and statutory reporting requirements while maintaining accurate HR and compliance records.

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会社説明