

Human Resources Manager, Philippines

- HR Business Partnership and Operational focus
- Based in Manila, Philippines

- Annual Cash Compensation + Bonus + Benefits, negotiable

ERLMS Limited is a professional management consulting firm specialising in providing Organisational & Human Resource Management Consulting, IT System Development & Solution and Executive Search services to companies worldwide.

Our client, one of the world's largest technology and engineering company is seeking a Human Resources Manager, Philippines based in Manila, Philippines.

Reporting to the Human Resources Director of the Philippines , your primary responsibilities include:

- Oversee and manage all HR activities within a local Manila based organisation with a total of about 200 employees and consisting of strong regional expatriate management teams; of which about 40 out of the 200 employees are from the Philippines Sales Organisation and the remaining from the Asia HR Shared Services Organisation.
- Focus on establishing and developing strong HR business partnerships and managing relationships with managers across the company which includes supporting, coaching and providing advice and HR business solutions to the managers.
- Provide direction and advice to the Business Leaders and HR Business Partners on all areas of HR management.
- Work closely with HR functional teams to meeting organisational HR plans and objectives.
- Focus on making sure the HR functional teams (Recruitment, C&B, Learning & Development and HRIS teams in Manila) deliver sound services and solutions to internal clients that meet business needs.
- Oversee and manage employee relations, communications, expatriate services and daily HR operational and administration tasks.
- Ensure all HR and administration processes are cost effective and efficiently carried out.
- Lead and manage 1 direct employee.
- Assist Human Resources Director, Philippines to:
 - Direct and manage the full spectrum of HR activities across the Philippines,
 - Ensure delivery of high quality HR services and contribute to the operational leadership of a changing and dynamic organisation,
 - Work with senior management to facilitate on-going change processes within the organisation, and
 - Ensure implementation of human resources programmes, policies and systems are in line with corporate and regional objectives and organisational development plans and that they comply with local country and head office regulations.

KEY SKILL AND ATTRIBUTE REQUIREMENTS FROM THE INDIVIDUAL

- Strong business acumen.
- Good HR planning and operational management experience.
- Good understanding of the complexities of people management practices.
- Good customer orientation and sensitive to cross-cultural environment and consulting with multiple stakeholders.
- Excellent interpersonal, presentation and persuasive skills that can influence senior management.
- Good people management and leadership capability.
- Experience in dealing with senior and top management executives of different nationalities.
- Ability to work under pressure, challenging working environment and tackle problems in a positive way.
- Good command of both written and spoken English, additional Asian languages a plus.
- Computer literate.

WORK EXPERIENCE AND QUALIFICATION

- Bachelor's Degree in Human Resources or other related discipline.
- 6 to 8 years of Human Resources Management experience from large multinational corporations.
- Experience working with expatriates is highly preferred.

HR Generalists from leading multinational companies are encouraged to apply.

The Hiring Company would like to have someone on board as soon as possible. Interested candidates, please send in your application immediately and by June 12, 2010.

To apply, please email your detailed resume with a covering letter explaining your suitability for the position to ERLMS Limited on executivesearch@erlms.com. Please also indicate in the resume your current and expected salary packages.

ERLMS Limited
Management Consulting & Services

All information collected is solely for recruitment purpose and will be treated in the strictest confidence.