

Head of Human Resources, Asia

- Regional Strategic and Operational Focus
- Based in Singapore

- Competitive Cash Compensation (negotiable) + bonus + benefits

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, a world leading FMCG, is seeking a Head of Human Resources to be based in Singapore with overall responsibilities for all HR strategic and operational management activities across 6 countries in Asia.

Reporting to the Managing Director, Asia, your primary role includes:

- Responsible for managing all strategic and operational human resources management activities across Singapore, Malaysia, Thailand, Indonesia, Philippines and Vietnam.
- Act as the business leader and advisor for all people management issues to senior management in Asia and lead HR teams in all strategic and operational HR management activities across the region.
- Work closely with business leaders in the region to achieve business results, including defining plans and actions to drive high productivity level within the organisation.
- Oversee, lead and manage all Talent Acquisition, HRIS, Compensation & Benefits, Learning and Development, Employee Development and Performance Management departments within the HR function.
- Oversee the review, design, development and implementation of HR policies, C&B plans, HR information systems and processes, and all HR functional management activities across the region; ensuring alignment with US Head Office.
- Act as the driver and subject matter expert for all HR management initiatives and programmes, including interfacing with cross country and local management to provide advice on all people related matters.
- Lead country HR Heads and professionals on day to day operation and functionality of HR departments and ensuring excellent HR services are provided across the region.
- Work closely with corporate office to ensure alignment of HR policies and plans.
- Maintain and continuously improve the functional integrity of HR policies and systems across the region.
- Support global and regional directions on the development and implementation of HR technologies, HRIS and Payroll projects and initiatives, including leading HRIS staff in producing HR reports, maintaining data integrity, implementing system review and upgrade policies and plans, supporting system users, managing HRIS administration queries, controlling the system back up and interfacing with vendors.

Key Skill and Attribute Requirements from the individual:

- A HR Generalist with strong strategic and operational HR management experience and skills.
- Demonstrate a strong level of knowledge and skills in the development and implementation of HR policies, plans and solutions to drive productivity level.
- Customer focused, able to establish and maintain effective customer relationships.
- Business minded and result oriented.
- Strong attention to detail, analytical, and enjoy working as part of a team with business leaders.
- Good communication and interpersonal skills.
- Experience in dealing with senior management, external consultants and providers.
- Computer literate and a good understanding of information technologies, in particular workplace applications.
- Good written and spoken English, other Asian languages a definite plus.

Work Experience and Qualification:

- University graduate in human resources or business related degree.
16 years of experience in HR with multinational companies.

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

To apply, please email your detailed resume to ERLMS Limited on executivesearch@erlms.com. Please also indicate your current and expected salary packages in your resume (a must).

ERLMS Limited
Management Consulting & Services

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