



HR Executive (Projects)

Responsibilities

- Lead HR transformation projects
- Assist in reviewing and implementing automation processes
- Implement plans to meet project goals and objectives by setting realistic timelines and checkpoints
- Provide technical support and coordination within HR Team for delivery of projects
- Ad-hoc duties as required by VP, HR

Requirement

- Degree in Business or HR or Diploma with relevant experience
- Experience with implementing digitalisation projects
- Knowledge/experience with Power Automate, Power BI, programming, coding

(Only shortlisted candidates will be notified)