

A leading Company in KSA is seeking to recruit HR Supervisor

Sunday, 05 March 2017 16:13

المشرف على الموارد البشرية

JOB	VACANCY
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A leading Company in KSA is seeking to recruit

HR Supervisor

Responsibilities:

- Responsible for all aspects of Human Resources.
- Ensure that proper employment procedures are being followed at operating location.
- Ensure that HR policies and procedures are communicated, and being followed; respond to questions
- Administer all employee benefits and handle open enrolment
- Will assist with compliance issues; experience with issues such as accommodations, interactive di
- Work with the divisional administration staff to meet recruiting, new hires, increases, etc. is being c
- Assist with employee retention and employee relations matters.
- Responsible for Payroll

Criteria:

- (3) + years Human Resources experience
- BCs degree in related field
- Maxi mum 32 y

Please send your CV to [Eng@](#)

targetjo.com

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