



# Example of HR Head Job Description

Powered by [www.VelvetJobs.com](http://www.VelvetJobs.com)

Our company is growing rapidly and is searching for experienced candidates for the position of HR head. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for HR head

- Lead or participate in HR projects and re-engineering task forces pertaining to talent acquisition and to continuously improve the HR efficiency and productivity
- Be the Culture and D&I Steward for the organization, working closely with leaders to ensure the maintenance of a high-performing, engaged and diverse culture
- Introduce, lead and influence change management initiatives with client group leaders in order to address issues that will enhance overall performance and build the overall human capital capability of the organization
- Consult with the organization on employment law and labour relations matters
- Measurably contribute to the leadership, growth and profitability of the business through effectively developing and delivering our people strategy
- Identify the strategic business activities that require HR support and develop a strategy to deliver successful outcomes against our long and short-term goals
- Evaluate the external environment, business and people-related trends to identify and act on opportunities and threats
- Be directly accountable for engaging the HR team to ensure our services are designed and delivered to support business strategy
- Coach, challenge and advise the management team to ensure business objectives are delivered through HR strategy

## Qualifications for HR head

- Experienced in managing various HR IT large scale projects
- Knowledge / experience of Change Management activities
- Candidates with experience working in an international environment Hong Kong and China experience will have a distinct advantage
- You will have excellent communication and interpersonal skills
- Fluency in English, Cantonese and Manadarin is essential
- Evaluation - pension - company guidelines - L&D, developing leadership skills with management, qualifying skills staffing, people development, mobility, labor management