I-Talent Gagnon & Partners are search and recruitment experts for Executives, Managers and Technical Specialists positions.

We are recruiting, on behalf of our client, a successful global company, a highly motivated and self starting:

SENIOR HUMAN RESOURCES MANAGER (M/F)

Mission

The ideal candidate will lead the worldwide HR Headquarters function in close collaboration with the corporate organization based in the USA. The Senior HR Generalist will develop strong business relationships with each local management team by providing recruiting and placement, wage and salary administration, liaison for policy administration to ensure fair and consistent implementation and enforcement, employee relations (counseling, integration, training, driving culture values), in support of the overall and expanding business. The position holder will also be responsible for the global implementation and coordination of corporate HR projects.

Role & responsibilities

- Establishes the HR structure for Switzerland: develops & implements key HR activities and resources such as recruitment plan. Job profiles, employment contracts, payroll, compensation & benefits… ensuring that the company is in compliance with Swiss Labor Law;
- Successively ensures the design, implementation and lead of comprehensive HR projects and services in the various countries, in a timely and compliant manner including but not limited to, recruitment and retention, staffing and orientation, compensation planning, training and development, employee coaching/counseling/performance management and succession planning;
- Ensure alignment of HR strategies to business objectives in the various countries;
- Provide guidance on legal compliance, compensation and benefits matters;
- Ability to translate and communicate Corporate HR initiatives globally to obtain and meet the overall HR objectives;
- Ability to handle Employee Relations issues end to end; conduct investigations and make sound recommendations. Partner with legal counsel on employment claims;
- Ensure consistency in the administration of HR guidelines and practices by coaching/advising management on effective ways to handle employee relations, performance management, employee engagement, reward and recognition and disciplinary issues. Be a proactive partner with functional leaders to develop and maintain a healthy, productive, legally compliant work environment;
- Coordinate and deliver HR training to local management and employees;
- Develop working relationships with other corporate HR team members to help identify best practices;

Requirements

- Master's degree in Human Resources or related field required;
- + 10 years of experience as an HR Leader within global biopharmaceutical groups, of which at least 4 years in coordinating and managing complex cross-functional projects;
- Demonstrated knowledge of employment law, labor laws, staffing, training, salary administration and general business principles in Switzerland and Europe;
- Knowledge of prevailing wage preferred;
- Strong people skills and the ability to interact with all levels of leadership in the organization;
- Possess customer orientation, drive for results and cultural sensitivity;
- A strong manager who develops team and individual employee skills and capabilities while contributing to a positive work environment that enables all employees to feel successful, empowered, and feel free to engage themselves:
- Excellent interpersonal, written and communication skills;
- Demonstrated leadership ability;
- Ability to make good sound judgment decisions even in the most difficult situations;
- Full fluency in English and French (oral and written); any other European language a plus;
- PC proficient in MSOffice, HR data base.

Please apply on our website: www.i-talent.com
together with your CV and motivation letter. Thank you.

Only applications via this e-mail will be considered for this recruitment. If you don't receive a reply to your application within 2 weeks, please consider that your file has not been shortlisted.