

## **Human Resource Business Partner (HRBP)**

### **Work Scope**

You are responsible for aligning business objectives with employees and management in designated business units. Working at all levels of the human resource roles — strategic, operational, and tactical, influence effectively across all levels of a company. Setting and aligning the global talent strategy with a company's business priorities to drive results, define and drive the delivery of talent processes and programs, and actively participate in the functional leadership teams as a partner to the business.

### **Basic Responsibilities**

1. Conducts regular updates with respective business units for business goal alignment.
2. Consults with line management, providing HR guidance when appropriate.
3. Analyzes trends and metrics to HR develop solutions, programs and policies.
4. Maintains in-depth knowledge of legal requirements related to day-to-day management of employees, reducing legal risks and ensuring regulatory compliance.
5. Provides day-to-day performance management guidance to line management (e.g., coaching, counseling, career development, disciplinary actions).
6. Produce a conducive environment; Manage, measure and monitor employee performance.
7. Provides HR policy guidance and interpretation.
8. Provides guidance and input on business unit restructures, workforce planning and succession planning.
9. Identifies training needs for business units and individual executive coaching needs.
10. Participates in evaluation and monitoring of training programs to ensure success and follow up to ensure training objectives are met.

### **Required Skills / Abilities**

1. Excellent verbal and written communication skills.
2. Excellent interpersonal skills, flexible in approach towards functional processes to fulfill the organizational strategy
3. Demonstrated credibility and integrity for organizational communication.
4. Ability to acquire a thorough understanding of the organization's hierarchy, jobs, qualifications, compensation practices, and the administrative practices related to those factors.
5. Continuous Learning