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Asian Paint Recruitment 2023 - 2+Years Experience Required - Human Resources Post

Hiring organization
Asian Paint

Job Location

India
Remote work from: India

Date posted
April 26, 2023

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Valid through
31.12.2025

Base Salary

Rs. 35,000 - Rs. 50,000

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Qualifications

Graduate.

Employment Type

Full-time

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Description

Asian Paint Recruitment 2023

The Human Resources Coordinator is primarily responsible for providing support to the HR Manager in administering the day-to-day operations of the Human Resources Department.

Asian Paint Jobs Near Me

This position is also responsible for performing a variety of complex clerical and administrative tasks in support of the HR department and employees. The ideal candidate will have a minimum of two years' experience in an administrative or clerical capacity, preferably within a human resources setting.

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Asian Paint Careers

The Human Resources Department is responsible for the overall administration, coordination and evaluation of the organization's human resources policies, programs and practices.

Qualifications:

Bachelor's degree in Human Resources or a related field.

Two years or more of HR experience, preferably in a unionized environment.

Knowledge of Ontario Employment Standards Act and Labour Relations Act.

Strong communication skills, both oral and written.

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