

## Director HR

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Company: Sibelco Asia Pte Ltd

Location: Colombia

Category: other-general

## Director HR

**Sibelco** is a global material solutions company. We mine, process and sell industrial minerals at locations worldwide, focused primarily on silica, clays, feldspathics and olivine. We are also leaders in glass recycling. The Sibelco Group operates over 110 production sites in 31 countries, with a team of over 5,000 people.

Click to see how Sibelco materials are used in products **within** and **outside** your home.

*Location:*

Op De Bos Office

### **Role Purpose:**

Manages and coordinates the company's human resources function across sub-functions such as recruitment, training and development, compensation and benefits, and employee relations to meet company's business requirements. Partner with the relevant key leaders in the sub-region for key people decisions/ advices. This is the top human resources position for a specific location (store, site, unit, etc.) but is governed by policies and frameworks established by the larger corporation.

### **Responsibilities:**

#### **1) Strategy Execution:**

Leading the execution of human resources strategy, policies and practices within the sub-region to support long-term business needs.

Ensure the teams responsible for implementing and execution HR strategy, policies

within the sub-region know and fully understand HR policies and processes.

## **2) Business Partner:**

Partnering to the sub-regional VPs and teams in support of these teams with respect to the people related matters and provide counselling and support to these teams in finding solutions.

Develops guidelines and procedures which assist line management in implementing human resources policy, for example: employee training and development programs, safety and security programs, salary structure, performance management and recognition, talent management and compensation and benefit plans for manager and director level

## **3) People Management:**

Coach and develop the functional team, ensuring staffing, and stimulating talent management (workforce & succession planning, performance management, ...) through indirect lines.

Foster well trained and motivated staff.

Ensure the development of organizational capability in the sub-regional HR team.

Create and maintain a good work climate, stimulate empowerment, engagement and cooperation, fostering a culture of diversity and inclusion, employee well-being and continuous improvement.

## **4) Continuous Improvement:**

Continuously identify opportunities for process optimization of HR processes and practices within the sub-region. Bring these optimization opportunities to the Global CoEs for consideration and global process refinement.

## **5) Compliance:**

Ensures compliance of the organization practice with applicable labor legislation and collective labor agreements. Provides advice to managers and ensures uniform interpretation of Labor laws. Secures professional legal support from internal or

external legal counsel as require.

Together with FD ensures full accuracy of the data to provide relevant reporting and data HR analytics.

## **6) Union Relations:**

Manage union relationships for the country of employment and support the Business Services Teams for the industrial relations in the other countries of the sub-region.

## **7) HR Processes:**

Takes responsibility for rolling out HR processes within the sub-region.

## **About you:**

Bachelor degree in Economics, Law or HRM

A minimum of 5 years prior experience in an generalist HR

role in mineral industry or related industry

Proven track record of union relationship management

Proven track record of strong people management skills

English &Local language of the country of base and main operations – proficient verbal & writing

Other languages are an asset

#LI-Remote

But most importantly, if you embrace our core values, and if this role sparks your enthusiasm to apply your passion to contribute in a meaningful way as a part of Sibelco's team of unique talents within a diverse international business community, then we very much look forward to hearing from you.

## **To Apply:**

Please click apply to register your information and contact details on the recruitment portal so one of our team can get in touch.

**Inclusive Team Culture:** Attractive Employer ( [sibelco.com](http://sibelco.com))

Sibelco recognises the strength of our diverse global workforce and values difference and inclusion for all. Our rich mix of people bring an exciting exchange of ideas and knowledge to keep us moving forward and innovating new solutions. We seek talent of all backgrounds and abilities and continue to develop our leaders and our culture to help all current and new employees to grow and reach their full potential.

**Salary & Benefits:** We will gladly discuss these aspects with you at interview stage.

**Meet our People:** Careers (sibelco.com)

**Recruitment Process:** Recruitment process (sibelco.com)

We welcome your application and will make reasonable adjustments where required to support you through the selection process.

**Sibelco Targets:** Sibelco priorities (sibelco.com)

We have set clearly defined sustainability priorities and targets, with key environmental and social objectives, which include Health & Safety, Climate & Energy, Community Engagement, Human Rights and Business Ethics.

Please note we have a Global Talent Acquisition Team and we will not therefore be requiring agency services

#J-18808-Ljbffr

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