



*One of India's leading producers of fertilizers and industrial chemicals,*

We are transforming our business through focus on Collaboration beyond boundaries, Relentless Focus on Results, Innovation, and unflinching commitment to deliverables and promises.

We are looking for individuals who enjoy working outside their comfort zone and are ready to accept challenges. We believe in achieving excellence in whatever we do. For this we provide a great degree of support through a combination of best of the systems & processes, employees' capability building and their well-being.

We also place a considerable weightage to individuals who are proactive & self-motivated and have good inter-personal & social skills and have the ability to work in teams.

### **JOB DESCRIPTION**

*Designation: DGM HR*

*Function: HR & Security Function*

*Location: K8*

*Sector: Manufacturing*

*Purpose of the Job:*

*This role is primarily responsible to facilitate the operations by partnering with them by providing adequate skilled manpower and development support for succession Planning. To strategy and implement policies for harmonious Industrial Relations.*

**Overview/ Responsibilities: As DGM HR, you will be expected to:**

<b>Key Accountabilities for the position</b>	<b>Major Tasks for the position</b>
HR Practices at Plant Level	Plan and execute along with Peer Group best in class HR Practices in K7/K8/JNPT
Recruitment	Recruitment -Finalisation of Compensation up to M5 grade employees (SMC, MMC & JMC cadre ).
Training and Development	Implementation of Effective Training Plan and Training Evaluation  To prepare and implement plan along with Peers to accelerate the growth for potential candidates.
Succession Planning	To Develop second line for smooth functioning of Department.  Succession Plan succession plans for all critical positions.

***"We believe together we can achieve excellence! "***



	Training, development, upgradation and growth of the people and developing the succession plan for critical positions.
Performance Management	Follow corporate guidelines for implementation of PMS Educate and train employees on PMS Design.
Employee Engagement	Planning and organising various employee engagement Activities.  Improvement in Employee Engagement Level  Developing Unique culture
Statutory Compliances	Ensuring all statutory provisions are made timely as per requirements.  Clearances as per DOA – decisions to evaluate the demands / proposals critical in nature from Govt authorities, social organization, political parties etc.  Liasoining Security Guard Board, Mathadi and Other Govt Offices  To act on deviations reported in Statutory Compliances
Industrial Peace	Designing & executing the plans to boost Mathadies moral to highest Productivity and efficiency.
Security	Deciding on the gate affairs and deployment of security measures considering the treats to business
Administration	Managing Administrative Contracts
<b>Educational Qualifications</b>	<b>Total years of experience</b>
Graduate with MBA/MLS por PGD in Personnel Management	Total Experience of 15-20 years with 5 years' experience as Plant Head
<b>Technical /Functional Expertise:</b>	
<ul style="list-style-type: none"> <li>• Hands on experience in handling IR, HR and Administrative activities at Plant Level</li> <li>• Knowledge of Industrial laws, Labour Laws, Factory Act</li> <li>• Networking</li> <li>• People Management</li> </ul>	

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