

MANAGER

Human Resources



Sanasa General Insurance Company Limited is seeking a talented and experienced Human Resources professional to lead our HR team and drive the Human Resources strategy of the Company. As a leading company in the Insurance Industry, we are committed to providing a dynamic and supportive workplace culture where our employees can thrive, and we seek an outstanding HR professional to help us achieve this goal.

Key Responsibilities:

- Develop and implement HR strategies and initiatives aligned with the overall business strategy of the Company.
- Manage the recruitment and selection process, including onboarding and offboarding activities.
- Oversee all aspects of employee relations, including disciplinary actions, and conflict resolution.
- Develop and administer HR policies, procedures, ensuring compliance with relevant laws and regulations relating to Human Resources.
- Plan and execute training and development initiatives to enhance employee skills and knowledge.
- Drive employee engagement and retention efforts, including performance management and career development activities.
- Manage HR metrics, data, and analytics to inform decision-making and measure the effectiveness of HR initiatives.
- Partner with the Senior Management to identify workforce requirements and develop workforce plans.
- Lead and mentor the HR team, fostering a culture of high-performance and collaboration.

Requirements:

- CQHRM (IPM) or a bachelor's degree in Human Resources Management from a recognized university.
- At least 5 years of experience in a managerial role.
- Proven track record of developing and implementing successful HR strategies and initiatives.
- In-depth knowledge of HR policies, procedures, and practices, as well as relevant employment laws and regulations.
- Strong communication and interpersonal skills, with the ability to build relationships at all levels of the organization.
- Excellent analytical and problem-solving skills, with the ability to use data to inform decision-making.
- Passion for driving employee engagement and retention efforts.

The successful candidate would be provided with a competitive remuneration package on par with industry standards and other fringe benefits. Applications with detailed curriculum vitae and contact details of Two Non-Related Referees, to careers@sgic.lk or to the address given below within 7 days of this advertisement.