ROBERT SMITH

Asst. Head Of Human Resources

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A dynamic Senior Human Resources leader with a reputation for high value contributions to strategy and execution. Extensive track record for conceptualizing, planning and executing on people initiatives resulting in significant improvement in productivity, climate and workforce health. Leadership in transforming and managing best of class, end-to-end HR processes and systems.

2011 – 2013

ASST. HEAD OF HUMAN RESOURCES - ABC CORPORATION

- Responsible for all people based activity and relations within the organization from both an HR operational and strategic perspective supporting 10 general managers and 2700 + employees with a direct report to MD Develop and implement an annual agenda for HR strategy in line with the business plan.
- Ensures and implements cost effective HR services and plans, policies and procedures to support the needs of the business but are also flexible enough to cope with changes in the organization, as and when they occur.
- Provides information and reports on data such as staff turnover, recruitment and requisition tracker status, references, job analysis and assessment, manpower cost per hire, reward and recognition cost, and training hours and cost per person.
- Provides expert advice, guidance and direction to the members of the Group HR team as they collaborate and manage their customer service responsibilities to leaders and employees throughout the organization ensuring consistent and compliance of all human policies and procedures.
- Manages and oversees the online manpower budget implementation in order to capture and implement headcount planning, and forecast and plan operating cost and expenditures.
- Responsible for the Emiratization recruitment strategy through the implementation of a Graduate Management trainee program and Sales Trainee Program for the local talent pool.
- Manages the Drive Magic Moments Gallop strategy to help better measure our employee engagement to ensure Impact planning sessions in order to better retain and reward & recognize our key staff and talent.

2011 – 2012

HEAD OF HUMAN RESOURCES - DELTA CORPORATION

- [] Responsible for ensuring the accomplishment of the Policies in the Company Payments Policy, Policy Performance (Assessment) and Compensation, etc.
- Responsible of the accomplishing of all the Policies in one of the Sewing Plants

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in the Country To give a follow up to the accomplishing of all the Policies of the Company in the Plant.

- To assure the significant metrics of the Human Resource Department such as Turnover, Attendance, etc.
- To be in charge of the Nurse Area, Cafeteria and the HR Department in the Production Plant.
- To receive instructions from the HR Country Manager and then to share the information with the Plant.
- To be in charge of the Training of all the levels in the Plant Operative, Heads and Managers.
- To be in charge of Transfers, Terminations, Promotions and all kind of movements of the Personnel To give a follow up to the Professional Environment in the Plant.

EDUCATION

Business Administration - (UNIVERSITY OF WISCONSIN - River Falls, WI)

SKILLS

Compensation & Benefits, Employee Relations, Employee Engagement, Recruitment & Onboarding.