



<https://govhelp.in/job/zepto-recruitment-2023-jobs-near-me-human-resources-post/>

Zepto Careers 2023 – Jobs Near Me – Human Resources Post

Job Location

India
Remote work from: Brazil

(adsbygoogle = window.adsbygoogle || []).push({});

Base Salary

USD. 11,500 - USD. 16,500

Qualifications

Graduate, 12th Pass

Employment Type

Full-time

(adsbygoogle = window.adsbygoogle || []).push({});

(adsbygoogle = window.adsbygoogle || []).push({});

Description

Zepto Recruitment 2023

A Human Resources (HR) Specialist plays a vital role in managing various aspects of the employee lifecycle within an organization. They are responsible for implementing HR policies and procedures, recruiting and hiring new employees, handling employee relations, administering benefits and compensation programs, and ensuring compliance with labor laws and regulations. The HR Specialist acts as a key link between management and employees, providing support and guidance on HR-related matters.

(adsbygoogle = window.adsbygoogle || []).push({});

Zepto Jobs Near Me

Responsibilities:-

- Coordinate and execute the recruitment process, including sourcing candidates, screening resumes, conducting interviews, and making job offers.
- Collaborate with hiring managers to identify staffing needs and develop job descriptions.
- Act as a point of contact for employees regarding HR policies, procedures,

Hiring organization

Zepto

Date posted

May 25, 2023

Valid through

31.12.2023

APPLY NOW

and employment-related concerns.

- Assist in resolving employee grievances and disciplinary issues, ensuring fair and consistent treatment.
- Promote a positive work environment and employee engagement through effective communication and initiatives.

(adsbygoogle = window.adsbygoogle || []).push({});

Zepto Careers

Qualifications:-

- Bachelor's degree in Human Resources, Business Administration, or a related field. Relevant certifications are a plus.
- Proven experience as an HR Specialist or in a similar HR role.
- In-depth knowledge of HR best practices, labour laws, and regulations.
- Familiarity with HRIS (Human Resources Information System) software and tools.
- Strong interpersonal and communication skills.
- Excellent problem-solving and decision-making abilities.
- Ability to maintain confidentiality and handle sensitive employee information.

Important Links

Find the Link in [Apply Now](#) Button

(adsbygoogle = window.adsbygoogle || []).push({});

(adsbygoogle = window.adsbygoogle || []).push({});