

Employee Relations

- Manage employee disputes
- Investigate grievances and take according actions

Talent Acquisition

- Hiring
- Contract Preparation
- Comensation proposal
- Pre-employment checks
- Agency management



Labour Relations

- Hold union meetings
- Manage consultation & information processes

Competency Development

- Training plan
- Training program design and implementation
- Vendor management
- Well-being at work programs
- Coaching of managers & employees

"Total Rewards" programs

- Compensation benchmark
- Bonus program design & implementation
- Vendor management
- Recognition programs

Employee Life Cycle

HR Administration & Payroll

- Manage outsourced payroll vendors
- Payroll approvals
- HR admin tasks

Performance Management

- Program design and implementation
- Training employees
- Follow up and action plans

Workforce Planning

- Temp agency management
- Planning of resources
- Restructuring

Employee Engagement

Engagement survey design, implemenation, action planning