

Job Description

Corporate HR Manager

Company Background

Vestergaard (www.vestergaard.com) is a growing and diversifying company dedicated to improving the health and quality of life of some of the world's most vulnerable people, most of whom live in low- and middle-income countries. We are passionate about finding better, more decisive solutions to eliminate malaria and other global health challenges, including improving food security.

Founded in 1957, we are a privately-owned company headquartered in Switzerland with regional office in Vietnam and employees in other parts of the world, including India and Kenya.

Today, we are proudly B Corp certified with an aim to balance purpose and profit. This certification demonstrates our commitment to meeting the highest verified environmental, social and governance performance standards, public transparency, and legal accountability.

We believe that doing good is good business. We have been a United Nations Global Compact (UNGC) member since 2006 and have aligned our business objectives with the UN Sustainable Development Goals.

Position and Responsibilities

As the new Corporate HR Manager at Vestergaard, you'll be responsible for providing strategic HR partnerships to the organisation. You will work closely with senior leadership, gain an in-depth understanding of the organisation's goals and strategy, and develop effective solutions that impact the entire organisation.

Your position will play a significant role in driving transformational change within the organisation, as you'll be a key driver in supporting business growth and ambition for both employees and stakeholders. You'll achieve this by providing talented and committed people to the organisation through workforce planning, capability development, and talent management.

To excel in this role, you must be an analytical and creative partner who can challenge existing thinking and coach leaders to create a customised people strategy that fosters a positive culture.

The Corporate HR Manager role is based in Lausanne, Switzerland, and you'll report directly to the Chief Financial and Operating Officer.

The major responsibilities:

- Develop and implement People-strategy aligned with Vestergaard's global growth strategy.
- Manage the recruitment process, including sourcing, screening, and interviewing candidates.
- Oversee employee relations, including handling employee grievances and facilitating conflict resolution.
- Oversee compensation programmes, including designing and implementing salary structures, bonus programmes, and other incentives.

- Manage benefits administration, including bookkeeping and third-party compensation, selecting and managing benefits providers and ensuring compliance with all relevant labour laws and regulations.
- Manage salary and bonus reviews and payroll budget processes.
- Develop and implement training and development programmes to enhance employee skills and knowledge.
- Collaborate with the executive team members to ensure HR initiatives align with the organisation's overall goals.
- Provide HR support and consultation, answering employee and manager questions about HR programs, policies, and other HR-related items.
- Lead the performance review process, bringing in tools and systems to scale, manage and report, ensuring we are improving employee competency and satisfaction.
- Support team members and managers with identifying performance and training gaps after performance reviews; develop and deliver supervisory and policy training for managers and supervisors.
- Create objective measures and standardised reporting to help leadership understand employee trends: HR Dashboard.
- Conduct Onboarding activities with new hires and managers and support new employees' onboarding.
- Conduct Off-boarding activities with exiting employees to help support and improve organisational culture, growth, improvements, and change management.
- Foster inclusive culture that builds employee value and empowerment.

Key competencies

- Ability to work with multiple and competing priorities in a fast-paced environment.
- Ability to work across multiple time zones and global teams.
- Excellent interpersonal, influence and negotiation skills.
- Strong analytical and problem-solving skills.
- Demonstrate leadership skills.
- Handle confidential matters with discretion.
- Ability to adapt to the organisation's and employees' needs.
- Ability and passion in building new solutions versus maintaining the status quo.
- Willingness to 'roll up sleeves' and be a team player.
- Strong organisational skills, ability to prioritise tasks and delegate when appropriate.

Education and Experience

- Bachelor's degree in HR or business discipline required; master's degree preferred.
- 8+ years of HR experience, 5+ years' experience as an HR generalist and in talent acquisition, preferably with some time spent in an international environment.
- Experience supporting senior leaders and working with employees at all levels of the organisation.
- Excellent French and English written and verbal skills are mandatory.
- Strong knowledge of MS Office
- Track record of providing creative, proactive, and contemporary solutions in response to a company's evolving strategies.
- Demonstrate exceptional organisational, analytical, verbal and written communication, interpersonal, problem-solving, and project management skills.

Applications:

Vestergaard embraces diversity and inclusion in our workforce and is an equal-opportunity employer. Diversity, equity and inclusion are critical to our ongoing success. Our employment practices prioritise qualifications and merit, disregarding factors such as race, colour, national origin, religion, age, gender identity, sexual orientation, marital status and more, within the bounds of applicable local laws and regulations.

If you possess the above qualifications and are driven to meet our business needs, please send your cover letter and CV to jobs@vestergaard.com. We will only respond to electronic applications and shortlisted applicants.

For more information about the company, please visit:

www.Vestergaard.com

Youtube: www.youtube.com/user/VestergaardFrandsen