

The Suttie Group

Passionate about people, partnerships and performance.

HR Manager – Chile

The Suttie Group is working with a well funded, global mining company with an opportunity at it's mine in Chile. We are seeking an HR Professional who will advise, develop, implement and manage the key Human Resource objectives and oversee labour relations for a large mining operation.

Responsibilities include: delivering an HR strategy and HR services to address the site's changing needs that are aligned with the business plan. Integration and roll out of company culture, policies, and procedures. This role is also responsible for leading the site's human resources, employee relations activities and providing advice and counsel to the site management team.

Key Accountabilities:

- Design and deliver site's 5 year HR strategy
- Lead site culture and change initiatives
- Ensure that all operations are carried out in compliance with the highest international levels together with Company and national health and safety guidelines, policies, procedures and legislation
- Actively promote the recognition in staff that health and safety of employees and contractors is of the highest priority and cannot be compromised
- Lead site-wide compensation and benefits programs
- Deliver an effective and efficient HR service to the business
- Build quality and quantity of leadership through recruiting, leadership development, and succession planning
- Manage compliance, regulatory, and governance
- Contribute to the development of Group HR programs
- Contribute HR data and judgment to major strategic decisions and investments
- Implement and manage HRIS
- Create a framework of communication channels that help make sure all employees have access to a steady stream of information about the company, its objectives and strategies
- Ensure that the site meets its obligations to its employees in providing a safe and healthy workplace

Reporting to the General Manager, the successful candidate will possess the following attributes:

- Tertiary qualified in HR and relevant professional qualification
- Strong site-based HR generalist experience
- Preferable 5 years experience in a similar HR management role
- Has worked in an industrial environment
- Experience in Latin America
- SAP experience a plus
- Fluent English and Spanish a must

Competencies:

- High performer
- Team player
- Personal credibility
- Ability and drive to achieve results
- Ability to drive and implement change
- Strong communication and presentation skills

Our client is seeking a proven leader who is influential, knows the art of delegation and has change management.

If the above describes you and you are ready to take your career to the next level, please submit your resume in Word format to elizabeth@suttiegroup.com.

Your confidentiality is assured and we look forward to representing you.