



HR Business Partner

Introduction

The seafood industry is a very special place to be, and this is more so at Hai Sia Seafood, a company that is at the crossroads of a transformational change. Food is a large part of our lives – it is a form of sustenance for some, and an art for others. Seafood promises boundless possibilities, in terms of quality, sources, seasons, cooking styles and presentations. At Hai Sia, seafood is a craft. We believe that good seafood can be affordable and accessible. Above all, we believe this craft, so close to our hearts, should be shared with more people.

Just as the mastery of seafood is a craft, a huge part of this transformational change hinges on seeking and developing like-minded people. People who enjoy food as much as we do, people who believe in value-creation as much as we do, and people who believe that better things can come if we put our hearts into perfecting our work.

About Hai Sia:

Hai Sia, translated from Teochew, means *the sound of the sea*. From her humble beginnings in 1976 as a hawker stall at Mei Ling Street, Hai Sia has grown to be a familiar establishment at Jurong Fishery Port.

Today, Hai Sia is a HACCP-certified company that is involved in both the fresh and frozen seafood wholesale. Hai Sia provides integrated services including processing, packaging, deep-freezing and cold storage.

We are on an exciting track of change and have an opportunity for an individual to join us as **HR Business Partner**.

Responsibilities:

- Manage insurance coverage, benefits, and personnel transactions such as hires, promotions, performance reviews and terminations
- Manage company's non-local workforce, including quota and levy, work pass application and renewal
- Manage payroll and assist in annual review of compensation and benefits package
- Provide first line response to internal enquiries on company's policies and practices
- Assist in internal talent identification, performance management, coaching, learning and development, career planning, recruitment and furthering of organization culture
- Assist in problem solving for ad-hoc HR issues, identify root causes and provide comprehensive solutions
- Assist and liaise with statutory board on all manpower related matters

Requirements:

- Knowledge, experience and deep interest in Human Resources for a minimum of 2-3 years
- Work independently in a growing and constantly changing environment with a high level of ambiguity
- Team oriented, enthusiastic and excellent interpersonal skills
- Bilingual in English and Chinese, both spoken and written, coupled with outstanding listening skills

Interested candidates, please send your CV detailing your experiences, qualifications and expected salary to junting@haisia.com.sg and jasmine@haisia.com.sg. More information of the company can be found at www.haisia.com.sg.