



Job title	Head of HR
Reports to	CEO
Location	Bangkok, Thailand

Company Description

We are a Fintech software house designing and developing innovative web technology solutions that bring banks and other financial institutions into the digital age.

Job Purpose

Responsible for all HR functions and setting the right framework for heavy growth of staffing internally. Will institute the roadmap for recruiting, training and retention of staff within the organization and develop a culture of employee satisfaction.

Duties and Responsibilities

- Develop the recruitment structure for hiring at an accelerated pace for developers.
- Look at both local and international opportunities within the recruitment cycle.
- Develop an organization of the training modules for new staff within a SCALA coding framework.
- Create proper monitoring assessments in parallel with senior technology team members to assure quality and performance during training modules of new staff.
- Develop and install annual appraisal structure including top management.
- Work closely with management to create a culture of inclusion and happy work environment for all staff.

Key Challenges

- Ability to hire at increased rate, expected to need 50 new staff by year end.
- Propose optimization procedures to management in terms of recruiting and HR functions.
- Analysis an impact of culture and staffing needs and propose the best solution.
- Manage people and team to work on time and accurately

Approved by:	JB Hired (on behalf of CEO)
---------------------	-----------------------------