

## Contact

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## Top Skills

HR Policies

Training and Development (HR)

HR Management

## Languages

English

# Nguyen Huu

Head of HR & Admin - North (BIM Group)

Vietnam

## Summary

Take a roles as key person in Management board with professional working environment, dynamic and have social activities.

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## Experience

BIM Group

Head of HR & Admin - North

August 2022 - Present (2 years 8 months)

Quang Ninh, Vietnam

Responsible for all KPIs of HR & Admin at North- BIM Group.

Công ty CPĐTPT Syrena Việt Nam - BIMGroup

Human Resources Manager

April 2017 - May 2024 (7 years 2 months)

Ha Long Quảng Ninh

Conduct and responsible all HR duties:

- Recruit and develop qualified workforce to align with Company's business plan (set up for new Resort with 445 room)
- Handle and manage daily tasks related HR department.
- Establish, develop and maintain an efficient HR system, policies & processes that enable a professional environment & culture
- Consult the CEO on setting up and developing strategic HR Policy, KPIs System, Working Procedures, Policies, Regulations and Guidelines in compliance with the Labour Laws and customers' requirements and ensure its good implementation.
- Continuously monitor and evaluate efficiency and effectiveness of HR policies and procedures
- Manage, coach and motivate team members
- Liaise with managers to identify training needs and arrange courses.
- Implement performance appraisal
- Ensure that all monthly payments
- Another duties required

Branch in Ha Long - Vinpearlland Co.,Ltd - VinGroup

2 years 8 months

Operations Manager

March 2015 - April 2017 (2 years 2 months)

Ha Long

Conduct and responsible all operation of Vinpearl Land Ha Long entertainment area (including ice rink; Game Indoor, career guidance) such as: Sales & Marketing; HR; Finance; strategy; Report...

Head of General HR

September 2014 - February 2015 (6 months)

Ha Long

Responsible all activities of HR and direct section (Reception; HK; Marketing Executive)

Branch in Ha Long – Metro Cash & Carry Viet Nam

Human Resource Supervisor/ Field Operation Specialist

May 2011 - August 2014 (3 years 4 months)

Ha Long

- Responsible all activities of HR dept: recruitment; training; development HR; employee engagement/relate job
- Take care all target customer in HoReCa of Metro C&C Ha Long

Bao Son Paradise Entertainment Tourist one Member Co.,Ltd

HR Executive

November 2009 - April 2011 (1 year 6 months)

Ha Noi

Planning & implement all training and Recruitment activities

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