

Job Description

POSITION DETAILS			
Functional Designation	Lead TM & OE	Department	Human Resource
Sub Department	HR – L&D	HR Grade	GM/AVP
Location	Corporate Office	Reporting Manager	Head – L&D, TM, OD
Job Purpose			
As a Lead Talent Management & Organizational Effectiveness (TM & OE), the role holder will be responsible for supporting organizational performance by optimizing talent management practices and fostering a high-performance culture. The role holder will lead TM initiatives (as CoE) including but not limited to career planning, career path, high potential program, succession planning, talent development, job enrichment, assessment development centre.			
Principal Accountabilities			
Key Responsibilities: <ul style="list-style-type: none">• Talent Management Strategy:<ul style="list-style-type: none">○ Develop and implement a comprehensive talent management strategy that aligns with the organization's business objectives.○ Conduct needs assessments to identify talent gaps and development opportunities.• Talent Assessment & Development:<ul style="list-style-type: none">○ Design and deliver talent development programs, including designing and delivering talent assessments, and contribute to related initiatives like leadership development, coaching and mentoring.○ Develop and lead initiatives like designing career paths, job enrichment, etc.• Succession Planning:<ul style="list-style-type: none">○ Develop and implement succession plans to identify and develop successors across levels.○ Ensure the organization has a pipeline of talent to fill critical roles.• High Potential program:<ul style="list-style-type: none">○ Design and drive the high potential program end-to-end – including designing and deploying Assessment Development Centre, facilitating talent reviews, preparing IDPs and ensuring talent readiness.○ Develop and implement developmental programs as per IDP for high-potential employees.• Organizational Effectiveness:<ul style="list-style-type: none">○ Assess organizational effectiveness and identify areas for improvement.○ Facilitate organizational change and transformation initiatives.			
Desired Profile			
Qualifications and Experience: <ul style="list-style-type: none">• Bachelor's degree in Human Resources Management, Business Administration, or a related field.• Minimum 10 years of experience in talent management and organizational effectiveness.• Proven track record of leading and implementing successful talent management initiatives.• Strong understanding of talent management principles and practices.			

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- Excellent analytical and problem-solving skills.
- Strong communication and interpersonal skills.
- Ability to work effectively in a fast-paced and dynamic environment.

Additional Skills (Preferred):

- Certification in Human Resources Management or a related field.
- Experience with talent management software and tools.
- Knowledge of organizational development and change management.