

NATURAL WATERS OF VITI LIMITED

FIJI Water is bottled at source in a world class facility with state of the art equipment located at Yaqara and is inviting applications from suitably qualified persons for the following positions.

HUMAN RESOURCES MANAGER

Reporting to the Director Human Resources, this is a "customer first, hands-on" HR role that requires a talented, confident, assertive and experienced HR professional capable of being a trusted business partner and advisor to management and an employee advocate who knows how to make things happen.

This role also requires effective partnering across HR and general business functions through teamwork and collaboration to deliver value-added services to management and employees. This role is based at our manufacturing Plant in Yaqara.

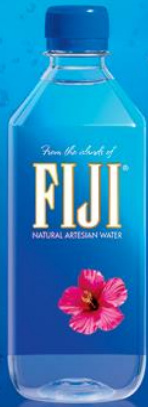
RESPONSIBILITIES:

- Consult with management on key organizational and management issues, and as an employee champion
- Coach business leaders on execution of performance and talent management processes to promote a culture of high performance, continuous growth and development
- Partner with business leaders and employees to understand the business, develop strategic and operational HR programs to improve work relationships, build and maintain morale, strengthen culture, improve performance and productivity and increase retention and engagement
- Analyze turnover, transfers, exit interview and other available data to proactively identify trends, and provide recommendations for improvement
- Manage the resolution of complex employee and industrial relations issues, assisting in the investigation of employee complaints partnering with legal counsel when needed. Advise and counsel management regarding appropriate disciplinary actions to create consistency and ensure minimal legal risk
- Maintain knowledge of human resource industry trends and new employment related legislation and communicate policies, procedures and program revisions as necessary
- Ensure and execute compensation/benefits, talent acquisition, and talent development programs to enable the business to attract, motivate, develop and retain great talent through effective resourcing, training & development, performance management and reward strategies
- Support organisational quality, safety and environmental initiatives across the site
- Models Company's core values: Continuous Learning, Insight to Action, Passionate Advocate for Our Brand, Respect for Each Other and Departmental Collaboration

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THE SUCCESSFUL CANDIDATE SHOULD HAVE:

- BA degree in Human Resources, Organizational Development or related discipline and/or equivalent work experience. TOTs level IV certificate would be an advantage
- Minimum of 3-5 years Human Resources leadership/management experience, of which at least 3 years will be as a business partner for a large organization. Experience in a global organization and/or manufacturing experience would be an advantage
- Ability to see the "big picture" business perspective, be action and outcomes oriented
- Excellent interpersonal skills with a demonstrated ability to provide guidance and assistance to all levels of employees and work collaboratively in a team setting
- Demonstrated problem solving and conflict management skills
- Ability to handle matters of confidentiality with utmost tact and diplomacy
- Strong relationship building, attention to detail, critical thinking, negotiating and consulting/influencing skills
- Demonstrated ability to work effectively in fast-paced environment, including managing multiple projects, meeting concurrent deadlines, managing time and priorities
- Ability to operate independently AND as part of a team
- Strong Microsoft skills particularly in Word, Excel and PowerPoint

If you are keen to develop your career in an exciting business with a well-regarded brand, then this could be for you. We are an equal opportunities employer and welcome applications from all suitably qualified women and men.

Applications close on **3 February, 2018** and can be sent by email to hr@fijiwater.com.fj
FIJI Water thanks all potential applicants and advises that only shortlisted applicants will be contacted.

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