



Head of HR department

Main requirements to the positions:

- At least 5 years of work experience as an HR Manager, Head of HR Department, or similar role in financial or telecommunication sectors, or in international companies in other sectors
- Knowledge of all areas of human resources, including selection and recruiting, training, leadership development and organizational design
- Experience of building up and aligning HR programs/structures with business needs
- BSc/MSc in Human Resources Management or relevant field or certification in any HR relevant fields (SPHR, GPHR, etc.) is desirable
- Demonstrable leadership abilities, communication and interpersonal skills
- Strong problem-solving skills
- Proficient at MS PowerPoint, Word and Excel
- Fluent in English or Russian

Main responsibilities:

- Develop fair HR policies and systems
- Create, improve and administrate a consistent and advanced employer branding program.
- Ensure that the bank is adequately staffed through learning and development opportunities and succession planning
- Guiding the business on strategic and operational human resources issues
- Together with relevant departments design and implement fair incentive systems
- Implement performance review procedures, supporting appraisal process and execution of individual development plans
- Assess training needs and coordinate learning and development initiatives for all employees
- Plan and monitor HR department's budget

Interested candidates are requested to send their resume (CV) to cv@accessbank.az. Please indicate the job title in the subject line!