

Job Title: Human Resources Manager (HRBP)
Department: Human Resources Office
Job ID: 9998

Job Posting Details

We are seeking an experienced HRBP Manager with a strong background in HR business partnering and people leadership to lead a dynamic HR team serving diverse client groups.

Key Responsibilities:

- Lead a HRBP team to develop and implement HR plans, overseeing the end-to-end HR lifecycle for designated client groups.
- Collaborate with HR Center of Excellence teams, including Compensation and Benefits, Talent Management, and Talent Acquisition, to provide expert advice and solutions for client groups, attracting, deploying, developing, and retaining top talent for the University.
- Proactively engage with leaders to enhance organizational efficiency and effectiveness through effective workforce planning and performance management.
- Address talent needs for client groups, create development and retention plans through various talent programs to enhance the talent pool and organizational capabilities.
- Manage staff relations, implement initiatives to boost employee engagement and morale, and foster a diverse and inclusive work environment.
- Ensure operational excellence by delivering high-quality HR services for day-to-day inquiries, such as onboarding, appointments, movements, and offboarding.
- Collaborate with the broader HR team to align operating models, address challenges, work on team projects, and promote alignment and collaboration across teams.

The Candidate

The successful candidate will be a seasoned and innovative HRBP leader. Desired attributes include:

- *Bachelor's degree or higher, preferably in Human Resources, Business, Organizational Development, Industrial/Organizational Psychology, or related fields;*
- *Minimum of 10 years of HR experience, ideally in HRBP roles with progressive full lifecycle HR management experience;*
- *Demonstrated experience in people management and project management;*
- *Strong communication and influencing skills;*
- *Excellent conceptual, analytical, and problem-solving abilities, with a service-oriented mindset;*
- *Strong organizational skills, business understanding, and the ability to prioritize effectively, with a proven track record of partnering with business leaders to drive HR initiatives; and*
- *Proficiency in English is required, along with advanced skills in business applications such as the Microsoft Office suite and human resources information systems.*

(Duration: 2 years, renewable)

Starting salary will be commensurate with qualifications and experience. Fringe benefits including annual leave, medical and dental benefits will be provided. A gratuity will be payable upon successful completion of contract.

Application Procedure

In support of a green work environment, we accept applications submitted online only. To apply, please complete an online application form through the HKUST Careers website (<https://hkustcareers.ust.hk>) and return it online to the Human Resources Office on or before Friday, **12 July 2024**. Applicants will receive an acknowledgement by email upon successful submission. We thank applicants for their interest, but advise that only shortlisted candidates will be notified of the result of the application.

(Information provided by applicants will be used for recruitment and other employment-related purposes. Applicants should read the [Personal Information Collection Statement](#) before submission of application.)

HKUST is an equal opportunities employer and is committed to our core values of inclusiveness, diversity, and respect.

Human Resources Office