

□□□□□□□□ □□□□□□ □□□□□□ □□□□□□ □□□□□□ □□□□□ □□□□ □□□□□□ □□□□□ □□□□□□

JOB	VACANCY
------------	----------------

□□□□□□□ □□□□□ □□□□ □□□□ □□□□ □□ □□□□□□□ □□□□ □□□□ □□□□□□□ □□□□

A leading company in KSA is seeking to recruit the following

Developing HR Policies

Role Purpose

At this level the candidate will be the Senior HR Policy Specialist	HR Policy, compensation and benefits	. Managing
---	--------------------------------------	------------

Major Key Accountabilities

Developing HR Policies

Oversee and lead required development of HR policies related to Company employees ensuring require

Compensation and Benefit Market Studies

Lead required studies and oversee market surveys about compensations and benefits and Recommend

Compensation and Benefit Policies

Oversee and recommend employee compensation and benefit policies with input from the Business and

Oversee that approved employee compensation and benefit policies are being implemented effectively a

Oversee developing guidelines concerning merit increases, bonuses and related policies for the Comp

Lead the comparative analysis with outside large size companies within Kingdom to ensure the market v

Monitoring Salaries Benefits

Lead Studies to monitor salaries and benefits throughout the Kingdom, ensure Company employment of

Monitoring

Oversee the application of personnel policies and procedures throughout the company, conduct studies

Development and Training

Coach, mentor and train lower level to ensure	they acquire familiarization and enough exposure required
---	---

Qualifications & Experience
--

University Degree in related field	with (10 to 15) years of experience
------------------------------------	--

Skills

Excellent understanding of the HR Policies, Compensation and Benefits related with company.

Outstanding ability to develop and apply related models.
--

Outstanding in analytical and evaluation skills

Excellent knowledge of	Arabic& English languages	.
------------------------	--------------------------------------	---

Excellent Communication skills

Excellent ability of cost and benefit analysis and comparative analysis
