

Vacancy

CLP Holdings Limited

Group Human Resources / Rewards & Governance

Senior Human Resources Specialist

[Ref.: CLPH-GHR/R&G-SHRS]

CLP was founded in Hong Kong in 1901, at a time when electricity was still a novelty worldwide. Today we power millions of homes and businesses across the Asia Pacific regions. In Hong Kong, we operate a vertically integrated electricity supply business providing a highly-reliable supply of electricity to 80% of the city's population. Outside Hong Kong, we invest in the energy sector in Mainland China, India, Southeast Asia, Taiwan and Australia. Our business includes power generation, transmission and distribution, and electricity and gas retail activities. Our goal is to meet Asia-Pacific's energy challenge in a sustainable manner from one generation to the next.

We are looking for a high caliber HR professional to join our Rewards & Governance team (R&G) in the Group Human Resources Department as a Senior Human Resources Specialist. Key responsibilities include:

The Position Profile:

- Provide effective support on implementation of HR programs, systems and processes in relation to remuneration and benefits, including data analysis / modelling, data computation and maintenance, documentation and communication.
- Contribute actively and provide support to manage the Board-level Human Resources & Remuneration Committee (HR&RC) meetings and annual processes on performance review and pay review.
- Provide effective support to HR policy review, formulation and monitoring, including market research, benchmarking, data analysis, stakeholder engagement, communication and implementation.
- Provide effective support on People related reporting and disclosures, including managing data collection, consolidation and drafting for both quantitative and qualitative reports.
- Keep abreast with the latest developments / market trends related to remuneration and benefits, employment practices and people related areas on ESG. Provide support to progress the company's agenda.
- Carry out ad hoc projects and analyses as required.

Requirement:

- A recognised university degree in Human Resources Management or related discipline;
- At least 8 years' relevant working experience, preferably with exposure in sizable organizations / MNCs;
- Strong project management, analytical and problem solving skills; high attention to numerical details;
- Ability to communicate effectively at all levels and with stakeholders from diverse background;

- Organised, detail-minded, able to work independently and under pressure;
- Demonstrated experience to handle confidential and sensitive information;
- Good command of spoken and written English and Chinese;
- Proficiency in MS Office applications. Familiarity with Microsoft Access will be beneficial.

Please apply by sending email to ghr@clp.com.hk giving a detailed C.V., including academic qualifications, career history, major achievements and personal attributes on or before **22 January 2022**.

Important: To facilitate our easy tracking please use a unique file name for all attachments and your email subject box in this format: CLPH-GHR/R&G-SHRS_Last Name_First Name_Other Names (if applicable)

Applicants not invited for interview within 6 weeks from the closing date may assume their applications unsuccessful.

Information provided will be for recruitment purpose within the CLP Group and only short-listed candidates will be contacted. We comply with all applicable laws and regulations of HKSAR in handling applications. For details of the Personal Information Collection Statement, please visit our website: <https://clp.to/engPICS>

For further information on our company, please visit our website:
<https://www.clpgroup.com/>



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