



Chillox is Hiring: HR Executive

Key Responsibilities:

- Conduct end-to-end recruitment process (A to Z hiring)
- Manage onboarding process
- Monitor operational team activities
- Maintain and update all HR documentation

Requirements

Must be a graduate from a reputed university (Major in HRM)

PGD / MBA in HRM will be given preference (not mandatory)

Experience:

- Executive: Minimum 2 to 3 years of experience
- Attractive salary (Based on experience)
- Additional Benefits: TA/DA Allowance

Joining: Urgent

Preference: From retail industry/similar field are encouraged to apply!

Location: Mohakhali Head Office

Office Time: 11:00 AM – 7:30 PM

Interested candidates are requested to send their CV and clearly mention the applied position (Executive) in the subject line to- **chillox.career@gmail.com**