

DEKKO Legacy Group is Hiring

Position: Manager / Sr. Manager – HR & Admin

Company: Dekko Foods Limited

 Location: Dhaka

 Employment Type: Full-time (Work from Office)

 Application Deadline: 25 February 2026

 Vacancy: 01

 Salary: Negotiable

 Educational Requirement

Bachelor of Business Administration (BBA)

Experience Requirement

8–15 years of relevant experience

Background in Food (Packaged)/Beverage or Group of Companies

 Age Limit

34 to 52 years

Key Responsibilities

Develop and execute HR strategies aligned with organizational goals

Act as a strategic HR advisor to senior leadership

Lead talent management, workforce planning, and organizational development

Drive cultural transformation to enhance engagement and performance

Oversee recruitment, onboarding, retention, and succession planning

Implement performance management and learning & development programs

Design and enforce HR policies, ensuring legal and regulatory compliance

Manage payroll, compensation, and benefits administration

Conduct HR audits and handle regulatory inspections

Foster positive employee relations and resolve workplace conflicts

Monitor HR metrics and prepare analytical reports for continuous improvement

Compensation & Benefits

Weekly 2 holidays

Yearly salary review

Partially subsidized lunch facilities

2 festival bonuses

 **Apply Here:**<https://lnkd.in/g792HVx8>

 Only shortlisted candidates will be contacted.