

IMPIT Limited is hiring **HR Manager**

Office Location: Bashundhara

Office Time: 1:00 PM – 10:00 PM

Salary: Negotiable



Job Summary

IMPIT Limited is looking for an **HR Manager**, who will oversee all HR functions, support the office, and ensure compliance with labor laws and company policies.

Key Responsibilities

- Recruitment, onboarding, and employee documentation
- Employee relations, performance management, and discipline
- HR policies, compliance, and attendance management
- Payroll and benefits coordination with accounts
- Training, engagement, and retention initiatives

Requirements

- Bachelor's degree in HR or related field
- Minimum 5+ years of HR experience
- Fluent in spoken and written English is a must
- Strong communication and organizational skills

Application Link: <https://lnkd.in/g9GF9vw5>