



## PARK HOTEL GROUP

Park Hotel Group is one of Asia Pacific's fastest growing hospitality groups. Established since 1961, our dedication and passion for our craft, has defined our growth for more than fifty years, from our first hotel in Hong Kong to our current portfolio of 16 properties in 11 cities, across 8 countries.

At Park Hotel Group, we believe that hospitality is all about people and we constantly seek to extend our service philosophy of providing 'Loving Hospitality' to all our guests, partners and associates.

If you share our commitment and possess the drive to excel, we would like you to join us.

### **Group Human Resource Director**

#### **POSITION SUMMARY**

The Group Human Resource Director will report directly to the CEO of the Park Hotel Group and will be an integral member of the Corporate team providing a high level of human resource knowledge and expertise at both Corporate and property levels. He/she will be accountable for managing the human resource strategies, delivering HR services and delivering business value.

#### **CORE RESPONSIBILITIES**

- Responsible for the strategic directions and governance of human capital management and development in hotels under the Park Hotel Group.
- Lead the Corporate Human Resource function, providing HR management advice and expertise across local and overseas hotels' management teams, to maximize the effectiveness and efficiency of human capital.
- Drives the company vision, mission and core values throughout the hotel.
- Works with Learning & Development team to develop training and communication materials and conduct training programs.
- Ensures that associates live the brand by facilitating hotel strategy and supporting the implementation of all core programs.
- Engage with the Corporate and Hotel teams to build a strong employer brand.
- As strategic business partner, to ensure the standardization and alignment of HR strategies, programs, policies and practices to the Group's vision of excellence and business objectives.
- Provide advice to the CEO and the senior management team for sound executive decisions on talent, performance and compensation management.
- Build and cultivate a compelling and unique service culture; a strong employer branding and employee value proposition to galvanize interest in hotel careers; thereby effectively attracting and retaining talents.
- Work closely with property HR leaders and oversee HR operations and activities in manpower planning, employee engagement, reward management, performance review and succession planning and advancement.
- Stay relevant in the arena of human capital development trends and changes in the local landscape affecting human resources; striving always to enable and prepare our employees for skills development and future readiness.
- Support the Group's expansion, new acquisitions or businesses, or rebranding by initiating and driving the implementation of strategic HR services and other corporately established practices and policies in all human resource management matters.

## **CANDIDATE PROFILE**

- Bachelor's degree in Human Resources, Business Administration, or equivalent;
- 10 years' professional experience, with at least 5 years in senior leadership and preferably in hospitality and lifestyle industry.
- Have a proven track record of HR Management and have a reputation of exemplifying the highest standards of integrity, honesty and discretion.
- The candidate must be collaborative, approachable, and visible.
- Strong relationship building ability, conflict management proficiency, problem solving, time management, background in HR policy/practices, excellent analytical and judgment skills
- Must have experience interfacing with business partners; have experience working cross-culturally and with diverse business partners.
- Strong lateral and critical thinking skills with attention to detail.
- Must have a hands-on approach and strong ownership mentality.
- Possess superior communication and presentation skills, both oral and written.
- Must have the ability to be an effective listener and problem solver and work with all stakeholders.
- Possess strong leadership skills and the ability to foster high levels of accountability through fair performance management processes.
- Be able to and enjoy working in a fast-paced work environment where the decision-making process is quick and expedient.

Interested applicants are invited to email their resumes by 30 April 2018 to:

**Park Hotel Group**  
5 Magazine Road  
Singapore 059571  
**Email :** [mgt@parkhotelgroup.com](mailto:mgt@parkhotelgroup.com)