

# People & Culture Director

*The People & Culture Director will be responsible for developing and executing strategic HR initiatives to enhance organizational performance, talent acquisition, employee engagement, and cultural alignment. This role requires a proactive and hands-on leader who can drive HR processes/projects and ensure they align with the company's goals and values.*

## Key Areas of Responsibility:

### 1. Strategic HR Leadership:

- Develop and implement HR strategies that align with business goals.
- Collaborate closely with senior management to monitor and analyze HR metrics for effectiveness and decision-making.
- Identify development needs and lead change management initiatives.
- Create programs to enhance employee engagement and satisfaction.
- Oversee HR projects, manage budgets, and regularly review policies to ensure alignment with best practices.

### 2. Operational HR Responsibilities:

- Oversee the recruitment process, manage employee records, and ensure compliance with labor laws.
- Develop effective onboarding and training programs to integrate new hires and enhance employee skills.
- Handle internal and external communications, manage benefits programs, and ensure timely payroll processing.
- Address employee concerns and maintain up-to-date HR policies and procedures.

### 3. Team Management and Departmental Oversight:

- Lead the People & Culture team, providing support and development opportunities.
- Conduct performance reviews and foster a positive work environment.
- Implement programs to enhance employee engagement and retention.
- Manage GEM systems to drive high performance.
- Develop talent management strategies and ensure the department operates within budget.
- Use HR metrics to measure program effectiveness.

## What you will have at ElevenEs:

- Competitive salary.
- Flexible work schedule.
- A work culture focused on mutual success and continuous growth.
- Autonomy in work and space for implementing ideas and initiatives.
- Opportunity for visibility and advancement within a rapidly growing industry.
- Pride in working for the first high-tech lithium-ion battery production company in Serbia.
- Assistance and support in the case of relocation.

## Key Competencies:

- Ability to develop and implement HR strategies that support organizational goals.
- Excellent communication and interpersonal skills.
- Ability to manage multiple projects and tasks simultaneously.
- Proactive and action-oriented mindset.
- Cultural awareness and ability to influence organizational culture.
- Strong leadership skills with the ability to inspire and manage teams.
- Strong analytical and problem-solving skills.