

J O B S U M M A R Y

HR Manager - Agrochemical Manufacturing (Only)

Job Summary

We are looking for an experienced HR Manager with strong experience in the agrochemical manufacturing industry to manage the complete HR function, including plant HR, manpower planning, recruitment, compliance, payroll, employee relations, and performance management.

Key Responsibilities

- Manage end-to-end plant HR and manpower planning.
- Handle recruitment, onboarding, retention, attendance, and employee relations.
- Ensure compliance with Factory & Labour Laws, PF, ESIC, Bonus, Gratuity, Minimum Wages, Contract Labour, etc.
- Manage industrial relations, disciplinary matters, grievances, and employee disputes.
- Handle payroll, (Compensation & Benefits), statutory deductions, and manpower cost control.
- Implement KRA/KPI, performance appraisal, increments, and training programs.
- Coordinate with Production, Quality, EHS/Safety, Operations, and Sales teams for manpower and business requirements.
- Manage employee welfare, engagement, and plant facilities.
- Coordinate with labour authorities, auditors, consultants, and other external stakeholders.
- Support management in workforce productivity and organizational development.

Key Skills

- Strong knowledge of Factory & Labour Laws and statutory compliance.
- Proven experience in agrochemical manufacturing.
- Strong industrial relations, negotiation, and employee-management skills.
- Good knowledge of payroll, HR policies, and documentation.
- Strong leadership, communication, and problem-solving skills.
- Experience in agrochemical sales coordination and cross-functional working.

Qualification & Experience

- MBA/PGDM in HR
- 8-12 years of relevant HR experience
- Agrochemical manufacturing industry experience is mandatory.

Share your updated profile/resume at: legalraastahr@gmail.com