

Human Resources

Profesionales con experiencia

HR Generalist

Full Time - Integrated Assemblies - Motherson Sequencing and Assembly Services (MSAS) - Saltillo, Mexico

En Motherson, estamos comprometidos a crear empleos a largo plazo y a promover carreras profesionales globales. Somos una empresa destacada especialista global diversificada en diseño, ingeniería, fabricación, ensamblaje y logística, destacada en la lista de las Mejores Empresas del Mundo de TIME, que ofrece soluciones de sistema completo a clientes de diversas industrias. Nos esforzamos por ser un socio de industrialización de confianza y un empleador que fomenta un lugar de trabajo diverso e inclusivo, centrado en la innovación, la calidad y la sostenibilidad.

La división de Montajes integrados es líder en innovación en automoción, especializada en montaje de módulos de alta gama e integración de módulos de salpicadero. Trabajamos con el cliente para brindar soluciones de vanguardia compatibles con la electrificación. Trabaje con nosotros y con tecnología avanzada y dé forma al futuro de la innovación en automoción.

Su tarea

- Timely payroll incident communication, updates, and records.
- Lead annual communication plan; motivate and empower staff.
- Maintain personnel files and HR records.
- Oversee staff services (cafeteria, transport, benefits).
- Ensure timely onboarding for hires/promotions.
- Ensure timely objective setting for hires/promotions.
- Update compliant job descriptions per client/company needs.
- Manage procedures; ensure compliance and updates.
- Participate in HR activities, events, projects.
- Record improvement ideas, risks, digital initiatives.
- Ensure training documentation and evidence with managers.
- Execute annual training plan per QMS/customer requirements.
- Support communications, branding, improvement actions.
- Drive continuous improvement in HSE, efficiency, quality.
- Report equipment issues or cyber threats per IT.

Perfil deseado

- Bachelor's degree required
- 3+ years of experience in Human Resources
- 1+ years of experience in payroll administration and recruitment
- Proficient time management and project management skills
- Labor legislation and knowledge of the LFT
- Understanding of the effects of work with nonconforming Quality
- Knowledge of the STELLANTIS customer's requirements
- Proficient English required

Qué ofrecemos

- A pleasant working atmosphere, with good career opportunities.
- Build knowledge with varied and exciting assignments.
- We show our commitment to our people via the following values:

Interest for each other: We act with empathy and care about each other and our counterparts.

Togetherness: We work together collaboratively and selflessly.

Trust: We say what we mean, keep our promises, and treat others with respect.

Respect: We respect and value people of all backgrounds.

Enthusiasm: We are curious, ambitious, passionate, humble, and life-long learners.