



HENGYI INDUSTRIES SDN BHD

*Excellence in developing Petrochemicals;
through pursuing Innovation and Business sustainability*

Hengyi Industries Sdn Bhd is set to develop an Integrated Refinery and Aromatics Cracker Project on Pulau Muara Besar (PMB) in Brunei Darussalam. The investment amount for Phase 1 of the proposed Project is projected at US\$ 4 billion and will generate more than 1500 jobs in Brunei Darussalam.

We are inviting interested applicants to write in for the following vacant positions. The Job specifications and requirements are as follows:

1. Deputy HOD of Human Resources Department (1 post)

Roles and Responsibilities:

- Responsible for the operation and related work of UBD-Zhejiang University-Hengyi Scholarship Project and IBTE-Lanzhou Vocational College Scholarship Project and any other scholarship project in the future.
- Responsible for the operation and management of the company's local collaborative education program in Brunei.
- Responsible for the training management of employees including but not limited to the theoretical and technical skills, and leadership development, and English language training for expatriate.
- Responsible for the assessment and identification of the business's training and development needs, primarily at the managerial level and for the effective coordination of training and development programs for the business.
- Actively searches, creatively designs, and implements effective methods for enhancing performance, and recognizing outstanding performance.
- Responsible for implementing AGM training programs as well as subsequent field leadership training programs that ensure optimal leadership within the business.
- Responsible for the creation, implementation, and improvement of all business-wide training efforts.
- Monitoring the activities of the department and be highly experienced, motivated, and dedicated to quality training across the business.
- Oversees all activities of the department and identifies the business's developmental needs ensuring that there is consistency with core competencies and goals.
- Ensures consistency in the delivery and application of training standards across the business and oversees the planning, prioritization, and development of new training programs and initiatives, ensuring that these programs and initiatives are consistent with the business overall strategies, objectives, and needs.
- Following up with the leadership and management of all departments to ensure that the parties involved in each training program complete their training.
- Monitors and ensures the achievement of results within the approved training department budget.
- In charge of approving and developing effective training programs and materials, making regular modifications to programs where necessary.
- Conducts analyses to identify and define present and future training needs.
- Conducts follow-up studies on all completed training programs to evaluate and measure results and draw reports for senior HR management and key stakeholders.
- Collaborates with other human resources departmental directors in defining strategies and ensuring their alignment to avoid conflicts of interest.
- Maintain up to date with the latest instructional technologies through the establishment of personal networks, attendance of workshops, reviewing of professional publications, and participation in professional industry associations.
- Introduce the latest and most applicable trends in training and development for inclusion in the overall strategy, constantly maintaining and updating training programs within the business.
- Responsible in succession planning and support talent management.

Requirements:

The successful candidate shall have a minimum of 6 years working experience in training and development, and management experience in large scale refining, petrochemical, manufacturing or industrial enterprises. Priority will be given to candidates who meets the following criteria:

- Possess at least Bachelor's degree or above in enterprise management, human resources management, petrochemical, and other related majors.
- Have a relatively comprehensive theoretical knowledge of human resources management and modern enterprise management knowledge.
- Possess clear management experience for staff training especially in international enterprise.
- Familiar with human resources management, laws, regulations, and systems.
- Good communication skill, analytical skill, decision-making and problem solving and able to organize and cope with emergencies within the scope of business.
- Have an advanced management concept, strong organizational coordination ability, execution ability, innovative and team leadership ability.

A comprehensive and attractive remuneration package will be offered to the successful candidates depending on their qualification and experience. Preference will be given to Brunei Citizens and Permanent Residents of Brunei Darussalam.

Interested applicants are requested to write in via e-mail to hr@hengyi-industries.com quoting the relevant position by **5:30pm** on the **6th September 2021**

Only Shortlisted applicants will be notified