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Company Description:AffinityVibez is a business management consultancycompany having presence in Pakistan. We have matured from a narrowly-focused team to a well-established company. We work with businesses of all sizes, across a wide range of industries, to help them identify and solve problems, develop and implement new strategies, and make informed decisions .Job Duties and Responsibilities:Must assist HR managers with the daily HR operations and processes.Develop strategies and implement changes that improve job knowledge.Collaborate with the Manager to systematically manage the business's HR policyManaging employee's issues and complaints. Assist the HR department in the hiring process.Need to source the candidates from the various recruiting agencies and the ads posted online.Must begoodn conducting telephonic interview and face to face interviews.Adhering to all the company's rules and regulations.Working experience with the Human Resources Management software like SAP, HRM will be preferred.Salary + Benefits:Salary (As per the Interview)EOBIProvident FundMonthly Performance based BonusAppreciation based Lunch/Dinner/TripsBi-Annual Increments + Performance-based Increments on SalaryOriginal jobs : <https://www.mustakbil.com/jobs/job/1238395> FraudsBaby shower food Be Good BrandsCandidatesCargo Company Profiles Confirm Consultancy Copyrights FraudsBaby shower food Be Good BrandsCandidatesCargo  
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