



## Company Description

**Magna International Inc.** is a leading global automotive supplier dedicated to delivering new mobility solutions and technology that will change the world. Our products can be found on most vehicles today and come from 340 manufacturing operations and 90 product development, engineering, and sales centers in 28 countries. We have over 161,000 employees focused on delivering superior value to our customers through innovative processes and world-class manufacturing.

Magna Mirrors South-East Europe, a division of Magna Mechatronics, Mirrors & Lighting - leading supplier of innovative closure systems, modules and exterior and interior mirror systems, is opening the following position for the new Magna Mirrors factory located in Ohrid/Struga region:

## HR Business Partner

### Your Responsibilities

- Independent and comprehensive support for assigned departments in all personnel, social, labor law and personnel policy matters along the employee lifecycle
- Implementation of a needs-based recruitment in the assigned department
- Support for Magna culture development within the division, implementation of company policies in the division
- Participation and support in central HR processes such as talent management, performance management and employee opinion surveys and further development of the processes and systems
- Participation in planning the budget for the assigned area of responsibility
- Participates in evaluation and monitoring of training programs to ensure success. Follows up to ensure training objectives are met in the assigned departments.
- Organization or support of various HR and company-wide projects
- Support/contact person for internal and external audits for HR processes
- Support with apprenticeship programs, supervision of Interns and Students on the site
- Manages and resolves complex employee relations issues. Conducts effective, thorough and objective investigations

- Provides day-to-day performance management guidance to management (e.g., coaching, counseling, career development)
- Advising managers on all HR topics

### **Who we are looking for:**

- Bachelor's degree
- 3+ years of experience in HR
- Good proficiency of Microsoft Office
- Great knowledge of Macedonian Labour relations law
- Proficiency in written and spoken English
- Strong attention to detail and organizational skills
- Ability to accomplish tasks with limited supervision
- Capable of conflict resolution, Resilient, Result-oriented and Team oriented
- Working knowledge of multiple human resource disciplines, including organizational structure, employee and union relations, diversity, performance management

### **Your preferred qualifications**

- Firsthand experience in working closely with management and employees to improve work relationships, build morale, and increase productivity and retention in order to develop an HR strategy that supports an organization's growth, performance, and objectives.

### **In addition, we offer you the following site benefits:**

- Flexible working hours for a good work-life balance
- Health programs, sports and team events
- Training program and exciting internal development opportunities
- Canteen, and organized transport
- Private Health Insurance

### **Forward. For all.**

**Place of work:** TIRZ Ohrid/Struga

**Application deadline:** 03/02/2024

If you are interested to join our team and have the required knowledge and skills, please register on Magna careers page and send your application (CV) on the following [LINK](#)