

WE ARE HIRING

Happilac Paints is looking to fill for the vacancy of **HR Executive (Operations)** for its **Factory in Faisalabad.**

Qualification

Minimum Bachelor's degree in relevant field.

Experience

3 years

Application Deadline

September 15, 2023

Job Description

Preparation of payroll

Social Security | EOBI | Administration

Assisting AM HR in day to day operations

Supporting AM HR in managing ERP (HR Module)

Job Specifications

Proficiency in Microsoft Office

Good verbal and non-verbal communication

Basic knowledge of ERP (HR Module)



Send your resume to;
recruitment@happilacpaints.com
or **WhatsApp at 0320-6261930**
with **HR Executive** as the subject line.

Happilac