

ERGODE IT SERVICES PVT. LTD

1.	Employment Type (Regular/ Contractual/ Part Time)	Regular
2.	* Name of the post:	Human Resource Business Partner (HRBP)
3.	* Job Function:	Human Resource
3.	* Additional Job Information:	<p>About Us:</p> <p>Founded in 2007, E-commerce company, Ergode with a global reach of more than 120 countries and over 100 marketplaces. We have catered to over 5 million customers worldwide in a short amount of time. Currently, we have 21 curated websites that bring to our customers. We are a Houston, Texas based corporation and have been in the business for almost 15 years. We have a dedicated and strong team of 650+ associates and we are continuously adding new people to our team. Ergode is consistently ranked among the top online shopping destinations as we have been rated as the Top 30 Sellers on Amazon, and Top 5 in Walmart, and have also managed to achieve the number 1 ranking on eBay.</p> <p>Our Businesses AMI VENTURES INC. VIR VENTURES INC. BOSON TECHNOLOGIES.</p> <p>Our Brands MALCO MODES BELLA SOUS RED CUP LIVINGS KEEBLE OUTLETS STORE INDYA VIZARI SPORTS SHALIN INDIA WRISTY BUDDY BOLABALL US TECH HERBAL CONCEPTS MORNING STAR YARDLIO KOZI CLEAN BOTTLE </p> <p>Key Responsibilities:</p> <ul style="list-style-type: none">• Develop and maintain strong partnerships with business unit leaders to understand their strategic goals and objectives.• Serve as the primary HR point of contact and provide guidance on HR policies, procedures,

		<p>and best practices.</p> <ul style="list-style-type: none"> • Collaborate with management to identify and address HR-related challenges. • Lead workforce planning efforts to ensure the right talent is in place to support business goals. • Assist in talent acquisition, onboarding, and retention strategies. • Oversee performance management, coaching, and development plans for employees. • Address employee relations issues and provide guidance to resolve conflicts and grievances. • Conduct investigations when necessary and ensure compliance with employment laws and regulations. • Promote a positive and inclusive work culture. • Partner with business leaders to identify and address organizational development needs. • Implement change management strategies to support major organizational initiatives. • Analyze and present HR data and insights to drive informed decisions. • Ensure compliance with all local and federal employment laws and regulations. • Monitor and update HR policies and practices as needed to maintain legal compliance. • Conduct training sessions on HR-related topics.
	(i) Technical/ Must have skills	<ul style="list-style-type: none"> • Proficiency in using HRIS software to manage employee data, track HR metrics, and generate reports for informed decision-making. • Recruitment and Selection Tools: Familiarity with applicant tracking systems (ATS) and other recruitment software to streamline talent acquisition and selection processes. • Understanding of payroll processing and benefits administration systems to manage compensation and benefits packages. • Familiarity with learning management systems (LMS) to support employee training and development initiatives. • Proficiency in HR reporting tools and data visualization software to create reports and dashboards for HR metrics and analytics. • Proficiency in using tools like Microsoft Word, Excel, and PowerPoint for HR-related documentation, data analysis, and presentations. • Proficiency in compensation analysis software to evaluate salary competitiveness and equity. • Knowledge of document management systems for secure storage and retrieval of HR-related documents.
	(ii) Soft Skills	<ul style="list-style-type: none"> • Exceptional interpersonal and communication

		skills. <ul style="list-style-type: none"> • Strong strategic thinking and problem-solving abilities. • Empathetic and approachable demeanor. • Adaptability and ability to handle sensitive situations with professionalism. • Strong project management skills. • High level of integrity and confidentiality. • Collaborative and team-oriented mindset.
4.	* No. of Vacancies (in figures):	1
5.	* Level/ Post:	Business Partner
6.	* Qualification required: Essential/ Desired	Any Bachelors degree
7.	* Work experience required (in years):	4 +
8.	* Age range (in years):	Below 45 Years
9.	* Location of Job:	Mumbai
10.	* Salary range per month (Approx CTC):	50,000 PM - 3lacs PM (depends on the years of experience)
11.	* Additional Benefits offered:	Please go through the below link for Employee Value Propositions - https://bit.ly/3EVJCuf
12.	Aligned courses (Full time/ Part Time)/ Certifications	-
13.	Travel Requirements	Applicable as per job role
Last date to received names from RSB/ZSB		14 Nov 23
Note 1: All Ex-Servicemen (ESM) are requested to Download the Willingness Format uploaded on DGR Website and forward the same in excel format only duly Completed in All respects through their Zila Sainik Boards/ Rajya Sainik Boards (by mail only) (to dgrddemp@desw.gov.in) if they are meeting the QRs as given by the Principal Employer in the vacancy Notification. If any Details are found Incomplete/ Missing, the Candidature of that ESM will not be Accepted.		
Note 2: PDF Format/ Scanned Images/ Mobile Photos/ Word File etc. will not be accepted.		