



Mitsubishi Motors Malaysia (MMM) is the official distributor of Mitsubishi vehicles in Malaysia. Our Global Tagline is "Drive your Ambition" - a powerful statement of our on-going commitment to the values and aspirations of our drivers. With an "Ambition to Explore", Mitsubishi Motors can go anywhere. With "Drive your Ambition", Mitsubishi Motors' Drivers can go anywhere.

We invite suitable talented individuals who are result-oriented, fast-paced, committed, mature and can work as a team to join us as:

ASSISTANT MANAGER / MANAGER - HUMAN CAPITAL MANAGEMENT

A Human Capital generalist role with a strong focus on Learning & Organization Development, driving impactful development strategies to grow employee capabilities and support business success. The role also contributes to strategic Talent Acquisition initiatives, including workforce planning, employer branding, and system enhancements

Responsibilities:

Learning & Organization Development

- Partner with the management team to design and implement learning strategies and programs aligned with organizational goals.
- Conduct training needs analysis to develop and execute the annual training plan.
- Review and maintain competency matrices to support role requirements and business needs.
- Stay updated on learning trends, theories, and technologies to enhance learning effectiveness.
- Liaise with HRD Corp and external vendors to manage training programs and maintain strong partnerships.
- Manage HRD Corp systems (e.g., eTRiS), training budgets (HRDF and in-house), and ensure compliance with relevant processes.

Talent Acquisition

- Lead talent acquisition activities and monitor recruitment metrics and analytics to improve hiring efficiency and candidate experience.
- Develop and implement employer branding initiatives to position the organization as an employer of choice.
- Collaborate with internal stakeholders to define talent needs and align acquisition strategies with business goals.
- Support strategic workforce planning by analyzing current and future manpower requirements.
- Design and enhance assessment tools and selection methodologies to ensure quality hiring decisions.

Human Capital Management Department

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HCM Projects & General Human Capital Support

- Lead and propose frameworks and strategies to support Human Capital Management (HCM) projects, including system enhancements and process improvements.
- Collaborate with cross-functional teams to implement HCM initiatives aligned with business transformation goals.
- Provide support in areas such as employee relations, organizational development, and departmental initiatives as needed.

Requirements:

- Bachelor's Degree in Human Resource Development, Business Administration, or a related field.
- Minimum 5 years of proven experience in General HR functions, preferably strong focus on Learning and Development scopes
- Strong knowledge of learning methodologies, HRDF processes, and e-learning platforms.
- Familiarity with HRIS systems and recruitment analytics.
- Experience in project management and budgeting.
- Proficient in Microsoft Office and Learning Management Systems (LMS).
- Excellent communication, stakeholder management, and negotiation skills.
- Strong business acumen and ability to build rapport across all levels.

Interested applicants are invited to write-in or email a detailed resume stating qualifications and experience, current and expected salary together with a recent passport-sized photograph to :