



Delta Beverages

Sparkling Beverages

HR OFFICER (Grade E)

Delta Beverages is the name behind Lagers, Sparkling Beverages, Maheu and Sorghum Beer manufacturing, marketing and distribution in Zimbabwe. An exciting opportunity has arisen and applications are invited from suitably qualified and experienced persons to fill the above positions that have arisen at Lagers Southern Region- Human Resources.

THE JOB

Reporting to the Human Resources Business Partner, the successful applicants will, among other key challenging aspects, be responsible for:

- Effective implementation of the company's Human Resources policies, procedures and welfare provisions.
- Assisting in the formulation and controlling of the Human Resources Budget.
- Promoting and maintaining a harmonious industrial relations climate.
- Supporting change management initiatives.
- Coordinating recruitment, selection and on-boarding.
- Payroll administration.
- Ensuring HR data integrity: Aspiration, Paywell, SAP and personal files and analytics
- Facilitating training programmes and coordinating staff functions.
- Overseeing and coordinating canteen operations.
- Implementing wellness programs in liaison with the medical services personnel.
- Compliance to SHEQ and manufacturing systems

THE PERSON

The ideal candidate should possess the following minimum qualifications and attributes:

- Degree in Human Resources Management, Social Science, Business Studies or related field.
- Diploma in Personnel/Human Resources Management is an added advantage.
- At least 1-year hands on experience as a Human Resources Officer or related position preferably in a manufacturing environment.
- Proficiency in computerized Human Capital management systems such as SAP-S4 Hana; Paywell and Aspiration will be an added advantage.
- Must be honest, reliable, and able to work under pressure.
- Must have good interpersonal and communication skills with effective team-related skills.
- Clean class 4 driver's licence.
- Have working knowledge of Safety, Health and Environmental management systems (ISO 45001, ISO14001 and NOSA) and Quality Management Systems (ISO 9001, ISO 22000 or FSSC 22000).

Interested persons should email written applications and attach copies of relevant documents no later than 5 March 2022 to : g.kamujula@delta.co.zw

Only short listed candidates will be contacted.
"Partnering you towards competitive performance"

The future is in our brands

 Delta Beverages