

# WE ARE HIRING

## ► SENIOR HUMAN CAPITAL EXECUTIVE (TALENT DEVELOPMENT)

**Foxboro**  
by **Schneider Electric**



### REQUIREMENTS:

- Bachelor in Human Resources Management or equivalent
- Minimum 5 years of relevant experiences specifically in Training & Talent Development

### COMPANY DETAILS:

Company: Foxboro (Malaysia) Sdn Bhd

Company size: 51 - 200 employees

Company address:

Suite 1.01A, Mercu PICORP, Lot 10, Jalan Astaka, U8/84, Bukit Jelutong, 40150 Shah Alam, Selangor

Industry: Oil & Gas

Date founded: June 1997

### JOB DESCRIPTIONS :

- Analyze Training Needs Analysis (TNA) and assess employee competency levels across all departments.
- Lead and assist departments in developing the Annual Training Plan (ATP) based on identified competency gaps to support business objectives.
- Collaborate and liaise closely with relevant departments and stakeholders to confirm and validate training activities and schedules.
- Strategically monitor and manage the company's training budget to ensure cost-effective training delivery.
- Oversee and ensure all Human Resources Development Fund (HRDF) claims and training activities comply with current government guidelines, policies, and regulations.
- Track and report monthly and annual training hours for each employee to measure participation and ensure compliance with company training targets.
- Liaise with external agents regarding work permit applications and renewals, ensuring timely processing and regulatory compliance.
- Actively contribute to the Annual Performance Management Program, supporting performance appraisal processes and staff development initiatives.
- Prepare and present monthly training reports for management's review and decision-making.
- Lead and support succession planning initiatives, including identifying high-potential talents, designing development pathways, and ensuring leadership pipeline readiness.