

## People Partner

### JOB SUMMARY

Taking “gut instincts” to another level, AMILI is the Asia’s **first precision microbiome company**. Based in Singapore and serving the Southeast Asia region, AMILI is a leader in gut health testing and microbiome applications for health enhancement.

We have launched Bio+Me, the **first gut microbiome test** in Singapore, and also host Southeast Asia’s **first & only microbiome bank**. If you are interested in **advancing healthcare** and are looking for a **fast-paced learning environment**, trust your gut and apply today!

AMILI is seeking for driven and collaborative People Partner based in Singapore that will have the exciting role of hiring AMILIs newest addition to its A-Team and building people foundations and practices within the company. This role will help you explore inter-disciplinary industries and talents across science, business & technology across Southeast Asia.

### RESPONSIBILITIES

- Create recruitment strategies based on growing business needs of today and tomorrow across the organization.
- Deliver diverse talent pools for active requisitions and proactive introductions for the future; curate a network of key talent in support of succession planning needs.
- Propose and lead initiatives to attract a diverse and inclusive workforce and culture to AMILI
- Consult and advise on people matters, including employee relations, performance management, compensation, and talent development.
- Proactively guide all levels of the organization to promote a positive employee experience
- Empower our people leaders through coaching on leadership behaviors, communication, and feedback strategies
- Lead with warmth and competence to build credibility and trust among employees and people leaders
- Support people processes including the semi-annual performance snapshot, succession planning, diversity and inclusion initiatives, and engagement survey

### JOB REQUIREMENTS

Education	Required	Any Bachelor’s Degree
	Preferred	Health / Science Degree
Work Experience	Required	<ul style="list-style-type: none"> <li>• 3+ years of experience in full life-cycle recruiting in a large- complex in-house recruiting team recruiting agency</li> <li>• 3-5 years experience in an HR Business Partner or HR Generalist role</li> </ul>
	Preferred	<ul style="list-style-type: none"> <li>• Experience partnering across different business functions including sales teams, marketing, finance, technology, and business operations</li> <li>• Experience working in clinical laboratory or healthcare industry</li> <li>• Experience in starting your own business</li> </ul>
Required Skills, Knowledge, and Abilities		<ul style="list-style-type: none"> <li>• Independent, self-starter and thrive in fast pace and dynamic environment</li> <li>• Strong logical thinking, analytical, and communication skills</li> <li>• Results oriented individual with a keen eye for talent and excellent judgment who works independently to make things happen and who desires to manage change through to fruition</li> <li>• Expert knowledge in all full life-cycle recruiting; energized by proactive outreach- innovative sourcing- and talent community building across functional areas</li> <li>• Extensive experience leveraging modern recruitment tools platforms- including ATS- CRM- and social networking tools; experience with Workday- or an equivalent a plus</li> <li>• Basic skills in Microsoft Programs (Word, Excel, PowerPoint, Project, etc.) will be advantageous</li> </ul>

### EMPLOYMENT DETAILS

Duration	• Min. 1 year
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### STARTING DATE

Start Date	• Immediately
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