

**1.Job Title:** HR & Backend Operations Roles – Payroll Executive, Payroll Team Leader & HR Compliance

**Company:** TalentPro India HR Pvt Ltd

**Experience:** 0 - 3 years

**Salary:** ₹1.75 - ₹4 LPA

**Location:** Chennai, Hosur, Oragadam, Bangalore

**Roles & Responsibilities:**

- **Payroll Executive & Team Leader:** Manage payroll processing, ensure accurate disbursements, and compliance.
- **HR Compliance:** Ensure labor law compliance, manage documentation, and audits.

**Qualifications:** Any Degree / MBA / MSW / M.COM

**Contact:** Kannan – 9789031222 | Email: [recruit@talentproindia.com](mailto:recruit@talentproindia.com)

**2.Job Title:** HR Recruiter/Admin

**Company:** Ally Integrated Solutions

**Experience:** 0 - 1 year

**Salary:** ₹1.25 - ₹2 LPA

**Location:** Bengaluru (BTM 1st Stage, Near Jayadeva Hospital)

**Roles & Responsibilities:**

- Source potential candidates via job portals.
- Evaluate and screen candidates through calls or emails.
- Conduct first-level interviews and facilitate pre-interview discussions.
- Handle administrative tasks in the office.

**Contact:** Jothiga – 9042463801 | Email: [hr@allyintegrated.com](mailto:hr@allyintegrated.com)

**3.Job Title:** HR Recruiter (Female Candidates Only)

**Company:** Izee Manpower Consultancy

**Experience:** 0 - 5 years

**Salary:** ₹2 - ₹3.5 LPA

**Location:** Bengaluru

**Roles & Responsibilities:**

- Manage end-to-end recruitment, including sourcing, screening, and onboarding.
- Coordinate interviews and follow up with candidates.
- Maintain hiring records and ensure a smooth recruitment process.

**Perks & Benefits:**

- Day shift (Mon-Fri: 9:30 AM - 6:45 PM, Sat: 9:30 AM - 2:30 PM)

**Contact:** Fathima – 9035018914

**4.Job Title:** HR Recruiter/Coordinator/Team Lead

**Company:** Rivera Manpower Services

**Experience:** 0 - 3 years

**Salary:** ₹2.75 - ₹5 LPA + Incentives

**Location:** Bengaluru (BTM Layout)

**Roles & Responsibilities:**

- Source and screen candidates via online platforms.
- Conduct interviews (phone, video, and in-person).
- Design and update job descriptions.
- Manage job postings and recruitment events.
- Assist in onboarding new hires.

**Contact:** Akhil – 8884777961

**5.Job Title:** Admin Executive – Finance & Commercials

**Company:** CIEL HR

**Experience:** 3 - 4 years

**Salary:** ₹1 - ₹4.5 LPA

**Location:** Chennai

**Roles & Responsibilities:**

- Manage travel, appointments, and correspondence.
- Handle bookkeeping, reports, and office supplies.
- Support upper management and ensure efficient office operations.
- Maintain records, agreements, and office documentation.
- Assist in meetings, employee orientation, and office coordination.

**Contact:** Syed – 9394368397 | Email: [syed.cb@cielhr.com](mailto:syed.cb@cielhr.com)

**6.Job Title:** Assistant Manager – Talent Acquisition (Banking)

**Company:** Leading Client of HWS (Posted by HR World Solutions)

**Experience:** 7 - 12 years

**Salary:** ₹12 - ₹22 LPA

**Location:** Chennai, Ahmedabad, Bengaluru

**Roles & Responsibilities:**

- Manage end-to-end recruitment lifecycle.
- Source candidates via career portals and vendors.
- Build talent pipelines and close critical non-tech roles.
- Collaborate with C-suite executives for leadership hiring.
- Develop strategic recruitment plans.

**Email:** [harleenkaur@hrworldsolutions.com](mailto:harleenkaur@hrworldsolutions.com)

**6.Job Title:** Recruiter

**Company:** Pama Network Pvt Ltd

**Experience:** 1 - 3 years

**Salary:** ₹3 - ₹4 LPA

**Location:** Chennai, Ambattur

**Roles & Responsibilities:**

- Handle end-to-end healthcare recruitment.
- Source and screen candidates for medical roles.
- Ensure compliance with employment laws and healthcare regulations.
- Manage credentialing and onboarding processes.

**Time And Venue:**

5th February - 14th February , 9.30 AM - 5.30 PM

L 28, 7th St, South Phase, Ambattur Industrial Estate, Wavin, Chennai, Tamil Nadu 600058

**Contact:** Dhanapriya – 8925515812

**7.Job Title:** Manager – Talent Acquisition (Cement)

**Company:** Leading Client of HR World Solutions

**Experience:** 7 - 12 years

**Salary:** ₹15 - ₹30 LPA

**Location:** Tamil Nadu

**Roles & Responsibilities:**

- Manage end-to-end TA processes for the cement industry.
- Source candidates via career portals & vendors.
- Build talent pipelines & fulfill critical hiring needs.
- Engage with C-suite executives for leadership hiring.
- Develop recruitment strategies for long-term growth.

**Email:** [harleenkaur@hrworldsolutions.com](mailto:harleenkaur@hrworldsolutions.com)

**8.Job Title:** Team Leader - Recruitment

**Company:** Titanium Consulting

**Experience:** 3 - 8 years

**Salary:** ₹7 - ₹8 LPA

**Location:** Bangalore, Chennai, Kochi, Kolkata, Hyderabad, Pune, Delhi/NCR

**Roles & Responsibilities:**

- Lead and manage a recruitment team in a BPO/MNC environment.
- Oversee end-to-end hiring processes.
- Ensure timely and quality hires.
- Drive recruitment strategies and performance metrics.

**Contact:** HR Manager Reejo @ 9886360719

**9.Job Title:** Human Resource Recruiter

**Company:** Krion Consulting

**Experience:** 3 - 5 years

**Location:** Chennai

**Roles & Responsibilities:**

- Handle end-to-end recruitment for both IT & Non-IT roles.
- Experience in hiring for construction/engineering fields is preferred.
- Sales hiring experience is an added advantage.
- Ensure smooth recruitment operations and candidate management.

**Contact:** Meena @ 9629941702

**11.Job Title:** AM / DM - Talent Acquisition (Non-IT)

**Company:** Refex Group

**Experience:** 5 - 10 years

**Location:** Chennai

**Roles & Responsibilities:**

- End-to-end recruitment, from JD creation to offer.
- Strong sourcing and candidate management skills.
- Experience in Thermal Power, Renewables, Power, or EPC industries.
- Must be fluent in Hindi & English; Telugu is a plus.

**Email:** Sudhaya K @ sudhaya.k@refex.co.in / WhatsApp – 7550112776

**12.Job Title:** Facilities Specialist

**Company:** Capital Recruitment Services

**Experience:** 2 - 7 years

**Location:** Chennai, Kochi, Tirupati, Hyderabad, Bengaluru, Vizianagaram

**Roles & Responsibilities:**

- Manage onsite facilities to meet/exceed service level agreements.
- Ensure completion of facility management projects.

- Maintain adherence to operating standards.
- BPO/CPO experience preferred.
- Strong organizational & planning skills.
- Proficiency in MS Office, especially Excel.

**Email:** Send CV to [mohan.khushi@gmail.com](mailto:mohan.khushi@gmail.com)

**13.Job Title:** HR Intern (Female Candidates Preferred)

**Company:** LeadSense Media India Pvt Ltd

**Experience:** Freshers / Currently pursuing HR-related degree

**Salary:** ₹2,500 per month

**Location:** Anna Salai, Chennai, Tamil Nadu

**Roles & Responsibilities:**

- Assist in recruitment, job posting, and interview scheduling.
- Support onboarding, HR documentation, and employee engagement.
- Maintain HR records and assist in exit formalities.
- Help with HR reporting and other administrative tasks.

**Contact:** HR - 94983 25088 / 90439 70288

**14.Job Title:** Manager - Human Resources

**Company:** Emerson

**Experience:** 12+ years

**Location:** Chennai, Tamil Nadu (Remote)

**Roles & Responsibilities:**

- Oversee Talent Acquisition, Management & Development.
- Liaison with Business Leaders as HR Business Partner.
- Drive Employee Retention Programs & Engagement initiatives.
- Lead HR special projects, performance management, and compliance.
- Foster positive work environment and manage relationships.

**Qualifications:**

- Master's degree in HR or Business Administration.
- Strong communication, negotiation, and leadership skills.
- Proficient in HR software and payroll management.

**Email:** [idisability.administrator@emerson.com](mailto:idisability.administrator@emerson.com)

**15.Job Title:** Human Resources Manager (Female Preferred)

**Company:** LGT GROUP

**Experience:** 5 to 11 years

**Salary:** ₹35,000 - ₹60,000 per month

**Location:** West Mambalam, Chennai, Tamil Nadu

**Roles & Responsibilities:**

- Oversee HR operations across branches and ensure compliance.
- Manage HRMS systems for employee lifecycle management.
- Drive recruitment, talent acquisition, and external consultant coordination.
- Develop employee engagement strategies and performance management systems.
- Oversee payroll, compensation, and benefits administration.

**Qualifications:**

- Bachelor's/Master's in HR or related field.
- HRMS and HR tech implementation experience.

**Email:** hr@lgtgroup.in | **Phone:** 6381846042

**16.Job Title:** HR Executive

**Company:** Xemex Pharmaceuticals Private Limited

**Experience:** 2 to 5 years

**Salary:** ₹25,000 - ₹33,723.60 per month

**Location:** Perungudi, Chennai, Tamil Nadu

**Roles & Responsibilities:**

- Ensure statutory compliance with labor laws (PF, ESI, Gratuity, etc.).
- Oversee payroll processing and benefits administration.
- Liaise with regulatory bodies and ensure timely filings.
- Maintain accurate employee records and prepare compliance reports.
- Conduct training on statutory benefits and legal rights.

**Qualifications:**

- Bachelor's/Master's in HR or related field.
- 2+ years in statutory compliance and payroll.
- Proficiency in MS Office and HR software.

**Contact:** Sasikala- 9894753623

**17.Job Title:** Field Recruiter

**Company:** Million Minds Management Services

**Experience:** 1 - 3 years

**Salary:** ₹2 Lacs - ₹2.5 Lacs per annum

**Location:** Bhopal, Agra, Coimbatore

**Roles & Responsibilities:**

- Recruit Delivery Partners for work in Bangalore, Hyderabad, Chennai, and Kolkata.
- Ensure smooth onboarding and job assignment for Delivery Partners.
- Provide bikes and accommodation (nominal cost deduction).

**Contact:** 9289073662

**18.Job Title:** Human Resources Director

**Company:** TNCD (Town and City Developers)

**Experience:** 20+ years

**Salary:** ₹12L - ₹15L per annum

**Location:** Coimbatore, Tamil Nadu

**Job Overview:**

TNCD is seeking an experienced HR Director to lead HR strategies and initiatives. The ideal candidate will have a proven track record in HR strategic development, talent acquisition, employee relations, and performance management.

**Roles & Responsibilities:**

- Develop and implement HR strategies aligned with company goals.
- Manage recruitment, employee relations, and performance programs.
- Design compensation, benefits, and learning initiatives.
- Ensure compliance with employment laws.

**Email:** [Sindhu.c@townandcitydevelopers.com](mailto:Sindhu.c@townandcitydevelopers.com)

**19.Job Title:** HR Recruiter

**Company:** nice Neotech Medical Systems Pvt. Ltd.

**Experience:** 1+ year

**Salary:** ₹14,000 - ₹17,000 per month

**Location:** Porur, Chennai – 600095

**Job Overview:**

nice Neotech is looking for an HR Recruiter to manage end-to-end recruitment. Responsibilities include sourcing candidates via platforms like Indeed and Naukri, screening resumes, conducting interviews, and assisting in onboarding.

**Roles & Responsibilities:**

- Source and screen candidates.
- Craft emails and manage interviews.



- Advertise job openings and assist in onboarding.
- Guide new hires and collaborate with management on staffing needs.

**Contact:** Hari Haran A (HR) – 7299200722

**20.Job Title:** HR Recruiter

**Company:** Q Way Technologies

**Experience:** 1 - 3 years

**Salary:** ₹1.5 L - ₹2.5 L P.A.

**Location:** SIDCO Industrial Estate, Guindy, Chennai

**Job Overview:**

Q Way Technologies is hiring an HR Recruiter to manage the full recruitment cycle. Responsibilities include sourcing candidates, conducting interviews, collaborating with hiring managers, and negotiating offers.

**Roles & Responsibilities:**

- Source candidates via various channels.
- Conduct interviews and assess qualifications.
- Collaborate with hiring managers on job descriptions and strategies.
- Manage job postings and candidate records.
- Negotiate offers and handle onboarding paperwork.

**Interview Timings:** 10th Feb - 19th Feb, 1:30 PM - 6:30 PM

RR Towers, 3, Water Works Rd, SIDCO Industrial Estate, Guindy, Chennai, Tamil Nadu  
600032

**Contact:** Joshvina (7397746244)

