

About The Company

Weather Risk Management Services Pvt. Ltd. is leading global provider of climate risk management services. We call ourselves "Climateers" who provide innovative products and services that help solve the climate related problems of individuals, entities and governments. Managed by Professionals from premier institutions of the country such as IIT, IIM and ICAI, company takes pride in being most innovative company in our area of work.

Position – HR Executive

Experience: 2 – 4 years

Job Description

Must be well versed in the following arena:

- Recruitment experience is must
- Min. experience of 2 years in HR generalist
- Handling end to end payroll
- Good communication skills
- Handling Employee relation activities
- Handling leaves & attendance for all employees.
- HR record keeping & database management.
- Good working knowledge of MS-Excel.

Location: Gurgaon

WEATHER
RISK