



## Open Position: Manager, HR Business Partner, Talent & Culture

### *Call for Applications*

#### **About IIX:**

Impact Investment Exchange (IIX) is the pioneer in impact investing and the global leader in sustainability. We have transformed the financial system so that women, the environment and underserved communities are finally given a value and a voice in the global market. Over the past decade, we have built the world's largest crowdfunding platform for impact investing ([Impact Partners](#)), created innovative financial products such as the [Women's Livelihood Bond Series](#), digitized our impact assessment to effectively measure and value the impact of an enterprise on people and planet through [IIX Values](#), operated award-winning enterprise technical assistance programs such as [IIX ACTS](#), and established an [Impact Institute](#) for training and education. To date, our work has spanned 46 countries, unlocked close to US\$200 million of private sector capital and positively impacted over 80 million direct and household lives. IIX has received numerous awards for its work including the Oslo Business for Peace Award, the 'Nobel Prize for Business.' You can find out more about IIX [here](#).

For more information about IIX, please visit [www.iixglobal.com](http://www.iixglobal.com).

#### **About a career with IIX:**

You will join a highly effective team that provides you with an un-paralleled hands-on exposure to the Impact Investing and Social Finance space.

When you join IIX, you embark on a rewarding career of doing good for the world where we also heavily invest in your professional development as we will build on your strengths and help you gain new skills with training, coaching, encouragement and guiding you in the right direction.

You WANT to instigate change.

As a successful team member, you should be:

- **Mission driven:** Commitment to sustainable development and innovative finance as a path to unlock society's potential to effect social change is essential for a happy and successful tenure at IIX.
- **Results oriented:** At IIX, we manage toward impact maximization and produce measurable returns. These results strengthen the ecosystem and transform existing realities by helping impact enterprises magnify their impact and scale.
- **Resourceful:** While IIX is a seasoned stakeholder in the impact enterprise and impact investing space in Asia, we pride ourselves on creating new opportunities. Being resourceful and skilled at mobilizing human, financial and political resources to achieve IIX's mission is a key part of the role.

Some of our clients include foundations such as the Rockefeller Foundation and Bank of America-Merrill Lynch Foundation, corporations such as Standard Chartered Bank and KKR, international non-profits such as Oxfam and World Vision, multilateral institutions such as the Asian Development Bank, UN Agencies such as UNDP, and government agencies such as USAID (US gov't) , Sida (Swedish gov't), and DFAT (Australian gov't).

#### **The Role:**

IIX seeks an agile and resourceful HR Business Partner ("HRBP") to join IIX. Reporting to the Chief Operating Officer, the role will conceptualize, design and deliver effective people management policies, systems and processes to attract and retain talent.

The HRBP will also provide leadership and implement effective people strategies and programs in manpower planning, talent attraction and retention, careers planning and talent development, including ensuring the end-to-end recruitment and onboarding of new members.



As a seasoned HR professional, you will also regularly analyse and benchmark our HR metrics vis a vis industry best practices and leverage these facts and data in your partnership with our people managers to help drive a strong people agenda in our culture. You will also continuously work with our people managers to engage and develop our teams in alignment with our Company's charter and core values.

IIX is a firm with a core staff strength of 30+ in Singapore, supported by 10+ overseas employees on a contract basis and another 10+ Partnership Representatives globally. All 3 groups will be under the HRBP's work scope. We are looking for a candidate who is excited about building a world-class team of employees and contractors that strive on innovation and impact.

**Responsibilities:**

- Consult with management and provide regular HR guidance
- Analyse HR trends and metrics and benchmark our metrics vis a vis industry best practices
- Resolve complex employee relations issues and address grievances
- Work closely with management and employees to improve work relationships, build morale and increase productivity and retention
- Provide HR policy guidance
- Monitor and report on workforce and succession planning
- Suggest new HR strategies with a focus on talent management and retention
- Design and implement overall recruiting strategy
- Source and attract candidates by using databases, social media, etc.
- Onboard new employees in order to become fully integrated

The position will be based in Singapore.

**Required Qualifications:**

- Minimum 6 years of experience as a HR Business Partner, preferably with experience in talent and organization development
- Degree in Human Resource Management preferred

**Relevant Experience & competencies:**

- Experience in developing and implementing employee engagement programs around building corporate culture.
- Hands on experience and familiarity with HR best practices, ideally from a Multi National Corporation MNC
- Experience in various recruitment & selection strategies (Psychometric test, structured or competency-based interview test etc.)
- Excellent communication and interpersonal skills
- Strong decision-making skills
- Ability to present information in an insightful and structured manner, both written and oral
- High comfort level working in a relatively flat, non-hierarchical and dynamic environment

**Submission:** Please submit a resume and cover letter to [jobs@iixglobal.com](mailto:jobs@iixglobal.com). Qualified candidates will be considered and contacted by a member of the IIX team for interviews. IIX is an equal opportunity employer.