



Nullspace Robotics Pte Ltd
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HUMAN RESOURCE EXECUTIVE (FULL TIME)

About Us

Founded in 2008, Nullspace is a leading robotics training agency in Singapore, providing quality training and consultation services for Singapore schools and educational institutions. We also operate two state-of-the-art private enrichment centres - Nullspace Centre for Robotics Learning (C4RL), located at Buona Vista (C4RL-WEST) and Siglap (C4RL-EAST).

Find out more at <https://sg.nullspacegroup.com/>

Role and Responsibilities

As Nullspace's Human Resource Executive, you will be involved in management of our key company asset: our team members. You will play a key role in hiring qualified staff to support the company's expansion, and to manage our team of full time and part time instructors for teaching assignments and internal staff training.

- Actively recruit for our full-time, part-time, and internship positions.
- Conduct interviews with job candidates.
- Manage and assign our team of instructors for teaching assignments.
- Schedule staff for skills and knowledge training.
- Generation of pay slips and payroll process.

Qualifications

We are looking for a driven and independent individual who thrives under challenges

- Minimum Diploma in Human Resource or related fields.
- 2-3 years experience preferred. Relevant internship experience accepted.
- Self-starter and fast learner.
- Good social skills.

Application

Interested applicants can email us at hr@nullspace.com.sg with the following information:

- Resume
- Cover Letter
- Availability period