

Driving decarbonization and digitalization. Together.



Graduate Trainee - HRBP

Job description

In your new role you will:

- Assist in providing HR guidance and support to assigned business units.
- Collaborate with HR team members to implement HR programs and initiatives.
- Support employee relations by addressing employee inquiries and concerns.
- Assist in performance management processes, including performance reviews and coaching.
- Assist in HR policy development and implementation.
- Provide support in employee engagement initiatives and activities.
- Assist in compiling and analyzing HR metrics and data for reporting purposes.
- Support/Lead HR projects and initiatives as assigned.

Profile

You are best equipped for this task if you have:

- Bachelor's degree in Human Resources, Business Administration, or related field.
- Strong communication and interpersonal skills.
- Fluent in English and BM.
- Ability to maintain confidentiality and handle sensitive information.
- Detail-oriented with strong organizational skills.
- Proficiency in Microsoft Office suite.
- Ability to work collaboratively in a team environment.
- Knowledge of HR laws and regulations is a plus.
- Proactive and adaptable with a willingness to learn and grow in the HR field.
- **Remarks: this Graduate Trainee Program is a 1-year contract position, specifically for students who has completed their first Bachelor's Degree with CGPA of at least 3.0 and above only.**

Why Us

Driving decarbonization and digitalization. Together.

Infineon designs, develops, manufactures, and markets a broad range of

At a glance

Location: **Penang (Malaysia)**
Job ID: **HRC0785591**
Start date: **as soon as possible**
Entry level: **0-1 year**
Type: **Full time**
Contract: **Temporary**

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Job ID: **HRC0785591**
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semiconductors and semiconductor-based solutions, focusing on key markets in the automotive, industrial, and consumer sectors. Its products range from standard components to special components for digital, analog, and mixed-signal applications to customer-specific solutions together with the appropriate software.

We are on a journey to create the best Infineon for everyone.

This means we embrace diversity and inclusion and welcome everyone for who they are. At Infineon, we offer a working environment characterized by trust, openness, respect and tolerance and are committed to give all applicants and employees equal opportunities. We base our recruiting decisions on the applicant´s experience and skills.

Please let your recruiter know if they need to pay special attention to something in order to enable your participation in the interview process.

