

# UPMC Italy

is issuing a call for applications for the selection of

## 1 HR Manager (Ref. HRM/20)

UPMC (University of Pittsburgh Medical Center - <https://www.upmc.com>) is a world-renowned healthcare and research enterprise headquartered in Pittsburgh, Pennsylvania, U.S., inventing new models of patient-centered, cost-effective, accountable care.

With facilities in Campania, Lazio, Sicily, and Tuscany, UPMC Italy, the Italian division of UPMC (<https://www.upmcitaly.it/>), is a leader in patient care, biomedical research, telemedicine, IT development and consulting services in areas related to medicine and research. UPMC Italy's clinical and scientific activity mainly focuses on transplantation and oncology, but also involves other specialties: from emergency medicine to neurosurgery, from preventive medicine to cardiac surgery.

Under the general direction of the HR Director and working closely with UPMC Italy HR team, the HR Manager is responsible for HR processes (recruitment and selection, relations with employees, retention, performance management, talent management, compensation) in UPMC Italy centers, as directed. The HR Manager contributes to UPMC Italy's operational success by applying knowledge of human resources management to the strategic business planning and execution. He/She builds and maintains partnership, support, and advisor relationships with stakeholders and internal customers acting as reference point and reliable partner to prevent and resolve front-line issues, while ensuring the achievement of strategic business objectives. Provides day-to-day management and supervision to the professional staff. The HR Manager ensures the correct execution of all administrative fulfillments, compliance with contracts and corporate agreements, and the application of labor laws and contract provisions. Ensures compliance with JCI and other regulatory requirements for his/her area of reference.

### The ideal candidate has:

- Bachelor's degree in Economics.
- At least five years of professional experience in the HR area, preferably in multinational contexts as HR Manager/Business Partner.
- Documented experience in managing HR processes (business relations, selection, training and development, performance evaluation, talent management, compensation and benefits, staff administration, budget/costs).
- English proficiency.
- Excellent knowledge of the main computer applications, especially Excel and PowerPoint.
- Previous experience in multinational companies and/or abroad.
- Advanced skills in HR management systems (e.g. Oracle, PeopleSoft, Workday, or similar ones).

**Other requisites:** Outstanding relations communication, and leadership skills. Reliability and attention to details, self-starter, analytical capabilities, team-working, and stress management.

The contract offered will be commensurate with the experience of the selected candidate.

Workplace: **Rome**. Availability to travel in Italy is required.

UPMC Italy reserves its right of discretion to the fullest extent permitted by law in assessing applicants and the eligibility of their applications.

Only applicants not excluded under the provisions articulated in Legislative decree 165/2001, art. 53, para. 16-ter, and subsequent modifications and amendments (General Rules Governing the Work of Public Administrations), can participate in this selection.

After reading the privacy statement and authorizing the processing of their personal data (EU Regulation 2016/679), applicants of both sexes (Law 903/77) are requested to fill out the on-line application form available at <https://www.upmcitaly.it/en/>. When filling out the on-line application form, applicants will be requested to attach their CV in both Italian and English.

All communications from UPMC Italy will be e-mailed to the address stated by the candidate upon submitting his/her application.

The deadline to submit applications is **February 7, 2020**.

Only applications submitted on-line (<http://selezioni.upmcitaly.it/?lang=en>) with an attached CV will be taken into consideration.

Personal data included in the CVs will be processed by UPMC Italy in its role of data controller, for selections for this or other similar positions. Applicants are requested to not include sensitive data (e.g., on health status), unless strictly necessary. Detailed information also with reference to data storage times and rights recognized under EU Regulation 2016/679, are available in the privacy statement at <http://www.upmcitaly.it/en/> in the "Work With Us" section.