

Standing at the apex of what is widely acknowledged as one of the most effective and efficient court systems, the Supreme Court's mission is to lead the effective administration of justice with fairness, impartiality and ensuring access to justice for all. We seek to inspire public trust through an effective and responsive justice system.

At the Supreme Court, our push for service excellence centres on raising service quality through learning and innovation while encouraging respect, trust and teamwork amongst fellow colleagues.

A career at the Supreme Court will enable you to contribute and enhance the administration of justice in Singapore. We value your contribution and creativity in our workplace.

We welcome you to join our team as:

ASSISTANT DIRECTOR/SENIOR ASSISTANT DIRECTOR (HUMAN RESOURCE)

Key Responsibilities:

- Lead a team to formulate and drive HR policies and initiatives in strategic engagement, leadership development and HR analytics.
- Formulate and implement strategic engagement strategies and initiatives to drive desired behaviours and culture.
- Formulate and conduct surveys including Employee Engagement Survey (EES) and pulse surveys on HR programmes to gather the staff sentiments and develop appropriate interventions.
- Work closely with key stakeholders to formulate and implement corporate engagement/ communication plans for their initiatives so that the staff embrace them.
- Formulate and implement leadership development strategies and initiatives to groom potential leaders (high potential officers) and current leaders.
- Develop and oversee the sponsorship and scholarship programmes.
- Develop and implement HR analytics capabilities.
- Lead business excellence initiatives such as People Excellence Award

Requirements:

- A Degree in HR or general Business Degree with a HR focus.
- At least 6 years of relevant working experience
- HR work experience in the public service is an advantage
- Strong analytical and leadership ability
- Good team player
- Good consulting and interpersonal skills
- Independent, communicative and reliable
- Possess a great passion for HR work and wanting to make a difference to others and the workplace



The details of this position are also available in the Singapore Public Service Job Portal at www.careers.gov.sg. If you have what it takes to excel in this role, send us your application form which is available at www.supremecourt.gov.sg together with your relevant certificates by **28 March 2019** to:

Supreme Court
HR Department
Corporate Services Directorate,
1 Supreme Court Lane, Singapore 178879

Only short-listed candidates will be notified. Thank you for your interest in this position and in the Supreme Court.