



Head of HR

for the site Carugate MI, Italy

Would you like to make a valuable contribution to the health of patients? And do something really meaningful on your own responsibility? Then we look forward to hearing from you! Excellence beyond manufacturing - that's what we stand for as Aenova, one of the world's leading contract manufacturers and developers for the pharmaceutical industry with 4,000 employees at 15 sites. Our site in Carugate is a competence center for semisolids, these include creams and gels.

Your key responsibilities

The Head of HR is responsible for overseeing and developing all human resources activities within the plant (approximately 200 employees), ensuring alignment between HR strategies and operational, organizational, and business objectives. The role requires a strong on-site presence and close collaboration with all departments.

- Oversee all personnel administration processes (time & attendance, contracts, payroll coordination with external providers or HQ)
- Ensure compliance with labor laws, company policies, and collective agreements
- Monitor and analyze HR KPIs (turnover, absenteeism, overtime, productivity)
- Manage relationships with employee representatives and unions
- Participate in negotiations and union meetings
- Proactively manage conflicts and labor disputes
- Lead recruitment processes for blue-collar, white-collar, and middle management roles
- Coordinate onboarding and induction programs
- Manage relationships with staffing agencies and external partners
- Identify training needs in collaboration with line managers
- Plan and monitor technical and soft skills training programs
- Support performance management and talent development processes
- Support line managers in team management and people-related topics
- Promote employee engagement and well-being initiatives
- Manage employee surveys and follow-up action plans
- Collaborate with HSE to ensure compliance with health and safety regulations
- Promote a strong safety culture across the plant
- Support internal and external audits and ensure HR compliance

Your profile

- Bachelor's or Master's degree in Human Resources, Law, Business Administration, or related fields
- 5–7+ years of experience in HR roles, preferably in manufacturing environments
- Proven experience in industrial relations and unionized environments
- Strong knowledge of labor law and HR administration
- Experience with HRIS systems and Microsoft Office
- Familiarity with payroll processes

- Experience in multinational or structured companies
- Fluency in English
- Strong leadership and influencing skills
- Excellent communication and negotiation abilities
- Problem-solving mindset and results orientation
- Ability to operate effectively in fast-paced, operational environments

Your motivation

Are you looking for new challenges in a highly competitive environment? And you want to tackle them creatively and on your own responsibility? Do you prefer a "get-it-done" culture and think in terms of solutions rather than problems? What are you waiting for? We would be happy to explain our corporate benefits in a personal conversation!

Apply now

If you have any questions, I - Chiara Fanasca / Human Resources - will be happy to help you: Chiara.Fanasca@aenova-group.com

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