

## **Organizational Development and Performance Manager**

### **Human Resources Department**

Escuela Agrícola Panamericana – Zamorano

[www.zamorano.edu](http://www.zamorano.edu)

#### **Key responsibilities**

- Oversee the full range of organizational development functions, including training and development, career and succession planning, performance management, employee engagement, talent acquisition and onboarding.
- Lead the design and implementation of leadership development and performance improvement strategies for all supervisory roles.
- Provide guidance on organizational structure and job design; ensure the job descriptions manual is regularly updated and aligned with institutional needs.
- Promote and uphold the institution's culture and values; ensure compliance with all established HR policies and procedures.
- Direct the cultural change and organizational practice alignment process as part of strategic project implementation.
- Manage the institutional employee recognition program.
- Develop and implement strategies for workforce development and employee engagement.
- Oversee labor relations, including the collective bargaining agreement, employee benefits, and workplace strategies.
- Collaborate with the Legal Department on labor law compliance, internal policies, immigration issues, and collective agreement enforcement.

#### **Qualifications**

- Bachelor's degree in Psychology, Business Administration, Human Resources Management, or Industrial Engineering. A master's degree is preferred but not required.
- At least four (4) years of experience in a senior HR or Organizational Development management role.

#### **Specialized knowledge and skills**

- Proficiency in Microsoft Office and experience working with relational databases and basic statistical tools.
- Strong background in organizational development and human capital management.
- People-oriented and results-driven.
- Proven track record using HR metrics to drive decision-making.
- Excellent interpersonal and relationship management skills at all organizational levels.
- Solid understanding of labor laws and regulations.
- Experience using HRIS and digital workforce tools.
- Fluent in English: able to understand virtually everything heard or read, and express oneself fluently and precisely, even in complex discussions.

#### **Core competencies**

- Commitment
- Quality orientation
- Innovation
- Integrity
- Service mindset
- Communication

- Emotional intelligence
- Project management
- Leadership
- Strategic thinking and planning
- Negotiation

**How to apply**

Interested candidates should submit a cover letter, updated resume, and contact information (including phone number and email) for at least three (3) professional references. Applications should be submitted in Word or PDF format to the Human Resources Office at:

[talentohumano@zamorano.edu](mailto:talentohumano@zamorano.edu)

Reference: **Organizational Development and Performance Manager**

Application Deadline: **May 25, 2025**

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**Non-discrimination policy**

Zamorano is committed to equal opportunity and does not discriminate based on ethnicity, race, religion, gender, or nationality in its admissions, education policies, financial aid programs, extracurricular activities, employment practices, or other operations.