

This is an immediate job opening for the Position of Human Resources Specialist in this corporation to assist in guiding and managing the overall provision of Human Resources services, policies, and programs for the company; ensure company's policies and practices comply with the applicable federal and state labor laws, and keep employees informed of all changes in human resources policies; recommend and assist in the development of improved policies and plans regarding employee benefits; integrate Chinese e-HR system into company processes; utilize e-HR system in all human resources functions; serve as a liaison between Company's HR department and parent company's HR department in China; must be proficient in spoken and written Mandarin Chinese. The qualified candidate must have a Master's degree in Human Resources and have at least 12 months experience in Human Resources or related occupation. To apply for the position, please send the resume and cover letter to NGC Transmission Equipment (America), Inc. at 5500 Alliance Gateway Freeway, Fort Worth, TX 76177. For details of the position, please refer to the below [Notice of Filing](#).