

Job Description

Job Title: Project Consultant

Location: Hong Kong

Company Overview

Established in 2010 and headquartered in Singapore, BIPO is a leading global payroll and HR solutions provider, supporting businesses in over 170+ countries.

We deliver an award-winning, cloud-based HR Management System and Athena BI analytics tool that supports our multi-country payroll outsourcing and Employer of Record (EOR) services. Powered by tech and driven by data, we help companies automate HR processes, ensure compliance, and provide workforce insights.

With 50+ offices worldwide, BIPO combines global compliance, local HR expertise, and scalable technology to manage the entire employee lifecycle for global and remote teams.

Key Responsibilities

- Work closely with Country and overseas BIPO team ensuring excellent and compelling demos/presentations addressing prospects critical business issues, requirements and objectives.
- Work closely with Regional Project team, R&D & Product Management and associated teams to develop future product direction and strategy.
- Providing valuable input from the field to ensure our existing HRIS platform in North Asia regions-Hong Kong will be widely demanded by clients from various industries.
- Analyse customer requirements and prepare System platform demonstration environment, system configuration.
- Ensures that projects meet or exceed expectations by guiding all project activities to include, but not limited to, schedule, scope, UAT and quality control.

Requirements

- Bachelor's degree holder: perfectly in Human Resource, Computer Science, Business Analysis or relevant discipline is preferred.
- Good command of English and Chinese (Cantonese and Mandarin).
- Min. 1 year of new HR system implementation project experience (inhouse or vendor side) or 3 years+ other system implementation project experience.



Useful links

- Website: www.biposervice.com
- Facebook: www.facebook.com/biposvc
- LinkedIn: www.linkedin.com/company/bipo-svc/

To apply for this role, please contact evelyn.sun@biposervice.com.