



**This is an extraordinary opportunity to develop within a prestigious group renowned for its quality and integrity, intensive training programme for professional development of its employees, talent management and people care.**

The Company is requiring high potential candidate committed to excellence, best practices and continuous improvement. Due to the rapid growth of the business we are looking for such professional to join our HR team in the following position:

# HR Metrics Officer

Post located in Belgrade

## JOB REQUIREMENTS:

- University degree – preferably FON
- Fluency in English (verbal and written communication)
- Interest in HR processes
- Computer literacy (MS Office, Excell Advance)
- Personal attributes:
  - Detail-oriented
  - Problem solving and analytical skills
  - Team working qualities

The chosen candidate will be responsible for analyzing and tracking key business indicators within the HR sector, and will report this data monthly, quarterly and yearly to the Company Management Board. They will: improve HR database and suggest ways of further improving HR processes through the implementation of automatic requests; ensure data protection is in compliance with local and European standards; cooperate with agencies and control budget related to outside contractors' costs, and track employee holiday usage according to the year plan.

Coca-Cola Hellenic is one of the leading non alcoholic beverages producers in the Europe. Employing over 47.500 people, Coca-Cola Hellenic supplies soft drinks to more than 550 million consumers across 28 countries, covering a wide geographical range – from Western Europe to Eastern Russia and from Estonia to Nigeria. Company produces, sells and distributes the world leading brands of The Coca-Cola Company, serving 8 billion liters of products to customers every year.

Coca-Cola Hellenic is an employer who gives equal opportunity for employment regardless of the gender, race, age, sexual orientation, political opinion, marital status, and religion, ethnic or national origin.

## HOW TO APPLY:

Your CV on not more than two pages should be submitted by March 18th, 2010 to the following address:

[www.coca-colahellenic.omega.rs](http://www.coca-colahellenic.omega.rs)

### The time is now.

Do not send any original certificates or degrees. Incomplete applications will not be taken into consideration. Only short-listed candidates will be contacted. All applications will be handled with absolute confidentiality. No telephone or personal inquiries will be accepted.



**Coca-Cola**  
*Hellenic*  
Passion for Excellence