



Join a high - performing group with a purpose:
to grow a safer, cleaner, healthier future
for everyone, every day.

We are hiring for **Executive – Corporate Communications** in **Halma India**

Location	Business Unit	Report to
Bengaluru	India Hub	Manager - Corporate Communications

About us

Halma is a global group of life - saving technologies companies, driven by a clear purpose. We are an FTSE 100 company with headquarters in the UK and operations in 23 countries, including regional hubs in India, China, Brazil, and the US.

Our diverse group of nearly 50 global companies specialise in market leading technologies that push the boundaries of science and technology.

For over 50 years, the combination of our purpose, strategy, people, DNA and sustainable business model has resulted in **record long - term growth in revenues and profits and an increase in dividend by ≥ 5% every year**– an achievement unrivalled by any company listed on the London Stock Exchange.

Halma India fulfils the potential of the region by harnessing the diverse talents, expertise, infrastructure, and operational

We have a team of over 250 professionals representing commercial, digital and support functions across our seven offices in India, two in Bengaluru and one each in Delhi, Mumbai, Thanjavur, Vadodara, and Ahmedabad.

Halma India is a Great Place to Work® certified organisation, recognised for 3 consecutive years.

Here's why working with us is fulfilling:

We offer a safe and respectful workplace, where everyone can be who they 'REALLY' are, feel free to bring their whole selves to work and use their unique talents, knowledge, expertise, experiences, & backgrounds to create meaningful outcomes.

We nurture entrepreneurial spirits and empower them to think beyond the possibilities, to discover, shape and build their own unique stories. Our diverse businesses and operations provide fulfilling opportunities to grow as individuals and make an impact.

We are simple, humble and approachable, and we believe in leadership at all levels to bring our purpose to life. Everyone at Halma India makes an impact, and so do you when you join us!

Halma India is an equal opportunity employer, which means the base of our recruitment decisions is always on skills, competencies, attitudes, and values. We are committed to hiring from diverse backgrounds without regard to age, ethnicity, religion, marital status, disability status, sex, gender identity, or sexual orientation.



Detailed job description

About Halma India	The role of the India hub is to catalyse the growth of Halma companies in India. The India Hub provides services including Infrastructure, marketing, trading, compliances, talent, finance & accounts to Halma companies. The India Hub has been operational since 2008 with around 32 of the Halma companies investing in local resources currently. The employees can be broadly divided into 4 groups – Commercial/Sales, Digital, Business Support Group (BSG) and Core Support.
Position Objective (The purpose of role in current business/market scenario)	This role involves working closely with different stakeholders to develop content aligned with strategic priorities, manage key platforms, and support day-to-day communication operations. You will be exposed to a variety of communications opportunities across target segments, contribute substantially, and develop key skills through hands-on learning.
Responsibilities (KRAs / deliverables / job expectations)	- Assist in content development through research, analysis and coordination with stakeholders. - Develop engaging content for various internal and external platforms. - Create content for newsletters, the intranet, and internal social platforms, while collaborating with various teams to align messaging. - Support the execution of communication projects and initiatives, including newsletters, presentations, and other communication materials. - Partner on communication plans, stakeholder coordination, and the execution of events and initiatives. - Contribute ideas to improve local communication channels and processes.
Academic Qualifications	Graduate with a degree in Communications, Public Relations, Marketing, Journalism, Literature, or related field.
Critical Success factors (critical / high impact aspects of role)	- Understanding of content development process and ability to gather information through internal and external sources - Ability to develop a variety of content for diverse audience and support various brand building and communication activities - Building effective working relationship with all stakeholders - Knowledge of media platforms – Social media, SharePoint, email marketing, etc. for effective execution
Experience (exposure)	2 – 3years of experience in Content writing and Corporate Communication. - Any Marketing or Brand Communications course.

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**Key attributes
(critical functional
competencies)**

- Exceptional written and verbal communication skills in English, with strong attention to detail.
- Strong interest in branding, event management, and internal communications.
- Proficiency in MS Office is required. Familiarity with SharePoint, social media platforms, and design tools such as Canva will be an added advantage.
- Ability to organise work for self, communicate ideas clearly, and demonstrate curiosity and a willingness to learn.

**Competencies
(fundamental skills and
attitudes)**

- Integrity and transparency
- High energy and action oriented
- Collaborative and participative
- Attention to detail
- Humble and learning ability
- Networking skills
- Creative thinking will be preferable

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