



Human Resources Generalist (m/f)

Job Description:

To reinforce our Human Resources Group we are looking for a highly experienced Human Resources Generalist (m/f) at the next possible starting date. Your main responsibilities will be:

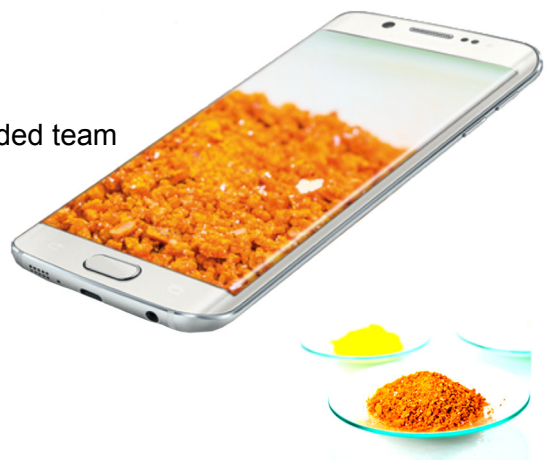
- Collaboration on strategic staff planning
- Independent provision of recruiting activities including contract negotiation as well as contract generation
- Planning and organization of training and development measures according to business- and employee needs
- Consultancy and assistance to our employees and supervisors in HR related issues
- Organization, accomplishment and analysis of internal performance evaluation process
- Provision of yearly employee survey, analysis and presentation of results
- Takeover of defined HR projects as well as optimization and realization of HR processes
- Preparation of regular reports to our Management Board and Headquarter
- General administrative tasks

Your Profile:

- Successfully passed business studies (Bachelor/ Master) with focus on Human Resources
- Several years of relevant professional experience in described tasks
- Engaged and sovereign personality with strong communication skills
- Solution-oriented and structured working style
- Team oriented personality
- High service orientation
- Very good MS Office skills, especially Excel
- Very good English language skills

We offer you:

- An exciting position in an international environment
- Work in a highly motivated, committed and open-minded team
- Various learning and development opportunities
- Active shaping of a successful technology company



Contact:

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