



PR/087127 | HR Generalist (m / f / d)

募集職種

人材紹介会社

ジェイエイシーリクルートメントドイツ

求人ID

1552045

業種

化学・素材

雇用形態

正社員

勤務地

ドイツ

給与

経験考慮の上、応相談

更新日

2025年08月12日 06:00

応募必要条件

職務経験

3年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル

日本語レベル

ビジネス会話レベル

最終学歴

短大卒：準学士号

現在のビザ

日本での就労許可は必要ありません

募集要項

OVERVIEW

Our client is one of the leading trading companies, engaging in a variety of business areas: chemicals, compounds, nutrition, agriculture, machinery, energy, food, healthcare, and logistics. With offices in over 60 countries globally and 14 offices in EU.

KEY REQUIREMENTS:

- Strong background in human resources operations
- Knowledgeable in German labour law, social security, and tax law
- Business fluent German and English communication skills

JOB RESPONSIBILITIES:

- This position will be responsible for the whole loop of human resource functions.
- Provide advice to employees and hiring managers on HR-related issues
- Plan and support personnel hiring processes, including employment contract preparation and new employee onboarding.
- Supervise personnel measures and appraisal processes.
- Revise and improve HR internal regulations.
- Support and collaborate with EU offices in HR projects implementations.
- Contact with federal agencies/government sectors if necessary.

JOB REQUIREMENTS:

- Minimum 5 years of professional experience in human resources administration or a related role
- Excellent communication and interpersonal skills
- Experience in EU working scope
- Flexible and willing to travel for business trips
- Eligible to work in Germany

BENEFITS:

- Hybrid work (3 days at the office and 2 days home office)
- Working hours 38.5 hours per week
- 30 days of annual leave
- Christmas bonus
- Capital gain
- Accident insurance
- Transportation support
- Vacation bonus
- Internal and external training
- Laptop and mobile phone are provided

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会社説明