3265 5870 HR clerk (m/f/d) immediately ARWA Personaldienstleistungen GmbH offers a future-oriented employment relationship as part of temporary employment.  
Our company has been awarded and certified by various sponsors and institutions, which proves our stable and high quality of work and service.  
  
We are looking for you as a full-time HR clerk (m/f/d) for a well-known customer company in Arnstadt.  
  
Professional field: office / administration  
  
 With many years of experience in personnel services, our branch in Erfurt offers you a new challenge in Arnstadt as well as a secure job.  
  
Individual support and advice in the application process and in customer assignments is certainly a benefit, but we offer even more, such as e.g.:  
- Attractive social benefits, such as vacation and Christmas bonuses  
- Overpay  
- We offer above-average pay as well as holiday and Christmas bonuses.  
- Up to 30 days vacation per year  
- Access to long-term assignments at regional companies close to where you live  
- On-site support  
- A varied and interesting field of activity awaits you.  
- Employee discounts with a variety of benefits for products and services  
- Discounts from over 200 well-known providers  
- Benefits from our many years of experience in the market  
- We offer you advance payments  
  
Your tasks as HR clerk (m/f/d) include the following areas:  
- Processing of entries and exits  
- Processing of changes including the contractual regulations  
- Development & control of internal and external personnel marketing measures  
  
Your personal strengths set you apart:  
- Analysis and problem solving skills  
- Customer focus  
- Motivation/willingness to perform  
  
Your qualification as a HR clerk (m/f/d):  
- Office and administrative work  
- Office organization, office management  
- Payroll accounting and accounting  
- HR management  
  
Your professional experience as a human resources clerk (m/f/d), clerk for office management (m/f/d), personnel officer (m/f/d), personnel clerk (m/f/d), recruiter (m/f/d) or as Office clerk (m/f/d) do you excel?  
Then apply online now for this job offer.  
  
Do you have any questions about our vacancies or would you rather speak to us personally?  
Then you will find your contact to our team here:  
03 61 / 6 45 07 - 0  
erfurt@arwa.de  
  
Expand your know-how with us – we will accompany you to success!  
  
We look forward to seeing you!  
  
With your application, you agree to ARWA's data protection guidelines (can be found on our homepage under “Privacy Policy”). Personnel Administrator ARWA Personaldienstleistungen GmbH supports companies from almost all areas and industries with individual solutions in temporary employment, in on-site and in-house management, in outsourcing projects and in personnel placement in the search for qualified employees.  
  
Career starters with and without training, experienced specialists or returnees will find attractive and collectively agreed jobs with good career prospects in the industrial, commercial, medical and educational sectors. 2023-03-07 15:57:14.853000