8215 10820 HR-Koordinator (m/w/d) Our employees are the heart of our success As an owner-managed company, we know that the success of our company is decisively influenced by our employees. That is why job satisfaction and the advancement of each individual are top priorities for Maritim. Our trainees are happy to remain part of the Maritim family even after their final exams, develop further with the Maritim Academy and often take on managerial positions after a short time. The Maritim Hotelgesellschaft and its subsidiaries in 36 hotels in 7 countries offer interesting tasks, good pay and great opportunities for advancement. Anyone who works with us decides in favor of genuine hospitality and quality. You too can benefit from the extensive range of further training opportunities at the Maritim Academy, active participation through regular employee surveys and a good work-life balance. What are you waiting for? Apply now! HR coordinator (m/f/d) Benefits up to 100% Christmas bonus Company pension scheme Corporate benefits Good transport connections Career development Maritim Academy Employees & trainee events Employee restaurant Employees - and family & friends Rate in our hotels Parking Capital-forming benefits Your tasks You are the contact person for everyone Employees, trainees and interns You take care of applicant management and support recruitment You process time recording, vacation requests and maintain the database You look after our trainees You plan training courses, trainee meetings and events You look after the interns from the interview to At the end of the internship You manage the hiring and exit processes You look after our company's internal social media channels You work together with HR on HR projects Your profile You have completed vocational training in the hotel industry or human resources You have already gained initial professional experience in human resources (an advantage) You have very good knowledge of German and good English You have good computer skills (MS Office) You have a high sense of responsibility and discretion is a matter of course for you You are a team player and have an open-minded nature You are creative and Feel free to bring your ideas Contact If you have any questions about the position, career and the company, we're happy to answer them and we look forward to receiving your application. Head - Human Resources None 2023-03-07 16:07:23.713000