3864 6469 Junior personnel officer (m/f/d) in yacht and shipbuilding Junior personnel officer (m/f/d) in yacht and shipbuilding  
  
Everyone is different and together we are strong. We make sure that tasks and skills are well coordinated and that a suitable working environment offers the necessary framework for good performance. This is how interested people become satisfied new team members who want to stay. With us and with our customers.  
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For our client, a well-established company with a high level of quality awareness in the yacht and shipbuilding industry, we are looking for a junior personnel officer in a direct placement.  
  
THOSE ARE YOUR TASKS  
  
• As a service-oriented junior personnel officer, you will accompany the processes of HR management and act as a contact person for the internal staff and for the applicants  
• You will also support the HR business partner in day-to-day business and be involved in tasks such as looking after, managing and recruiting staff  
• In addition, you will write and place job advertisements, view applications from potential candidates and take over the pre-selection for the departments  
• You maintain constant contact with the applicants and support the team with the onboarding and offboarding processes  
• You will also ensure that all personnel data is recorded in the system and, if necessary, create recruitment documents, references or other relevant documents  
  
WITH THIS YOU CAN POINTS  
  
• You have successfully completed your studies in business administration or a comparable degree with a focus on human resources  
• You were able to gain your first practical experience in the area of ​​human resources through internships or working student positions  
• You are characterized by enthusiasm, team spirit and the joy of working in an exciting and dynamic environment  
• In addition, you bring with you an obliging demeanor as well as a high degree of discretion and service orientation  
  
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Workplace:  
  
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Working hours:  
  
full time  
  
Employment:  
  
direct exchange  
  
Compensation:  
  
Attractive remuneration  
  
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▪ Flexible working hours, GLZ model  
  
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Our address is aimed at all members of society. Business economist (university) - human resource management None 2023-03-07 15:58:28.553000