**HR Director**

Reporting to CEO

Europe's leading online grocery delivery service. We are on a mission for our customers’ healthier and happier lives by helping them eat and live better. Marrying state-of-the-art technology and logistics with love for food, we deliver up to 20,000 SKUs of high quality groceries to our customers’ doors. We carry all the favorite brands, plus a range of affordable own-label products. In every city we carefully select the best quality and freshest local products to save our customers time; from butchers to bakery, and fresh produce directly from farmers via our unique Farm-to-Door program.

Today we have 1,500,000+ customers in major European cities from Vienna to Munich and beyond. Last year we delivered more than 11 million orders.

**Department Overview**

In the HR team, we take care of people, from receiving their CV to the last day of their employment with us. We hire great people and give them friendly onboarding to make them feel at home from day one. We take care of pleasant matters such as salaries, benefits, development and training, but also less popular stuff such as preparation of employment documents and policies. And - as you're already a little proficient in HR - you will be pleased to hear that culture, performance and talent management will be in your capable hands as well.

**Role Overview**

The HR Director plays a key part in shaping the company for all people related matters. This role is not for the faint hearted, it is a role where knowledge meets creativity and courage. There will be loads of unknown issues to tackle and some fast decision making waiting for you.

**What we expect from you**

* Find talented people with a culture fit and hire them
* Grow with us as we grow as an organisation
* Drive onboarding of all new employees to make them hit the ground running
* Keep the house in order in terms of payroll, HR Admin and compliance
* Be a guardian of our culture and imprint the culture into every aspect of how we build business together
* Be a trustworthy partner to management team and the CEO
* Be a “go-to” person for things big and small
* Keep an eye on internal communication

**What we look for**

* A person with a business mindset and an innovative approach to problem solving, who is structured, diligent and attentive to people’s needs.
* Somebody who is not afraid to roll up their sleeves and get on with any task
* An experienced HR professional with knowledge of all core HR areas,
* A self-starter, able to work independently and deliver without support of a large team
* Someone with passion for high level of customer orientation
* Someone who enjoys to work in a start-up environment (dogs and kids welcome)
* Great communicator - fluent English and Czech is a must

**KPI’s typical for the position**

* Employee related cost and headcount/ labor cost
* eNPS/ engagement/ attrition
* # number of processes digitalised
* Time to Hire

**What we offer**

* Your work will have a direct impact on the company's results
* We will implement your good ideas almost immediately – not waiting for the approval of the headquarters somewhere in the world
* You will not be bound by corporate processes
* Your work has to be innovative and meaningful, we do not want to follow trends, but set them
* Last but not least, we offer a fair reward and the possibility of professional growth and education, also a great bunch of people around and fun team events

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