**Junior HRBP**

Reporting to Group HRBP/HRD

Europe's leading online grocery delivery service. Using technology to deliver weekly shopping (17 000 SKUs) in less than three hours in 15 minute time slots, saving our customers time and giving them freedom and flexibility.

The world needs a better food system, one that is more sustainable, more inclusive and which brings healthier and more personalised food to all. Rohlik Group is leading this change. In every city we carefully select the best quality and freshest local produce to save our customers time; from butchers to bakery, and fresh produce directly from farmers via our unique Farm-to-Door program. We carry all the favourite brands, plus a range of affordable own-label products, so our customers don’t miss out on what they love.

**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**

Jr HRBP role offers an opportunity to shape most people-related aspects of the company, hence influencing final delivery of our people  towards customers. You will participate in hiring the right people, will be responsible for the administration associated with recruitment and onboarding, you will help your teams to develop the right team dynamics and create a great place to work, you will continuously push for better and faster performance and you will be a right hand to your business manager for goals setting, performance evaluation and people development.

**What we expect from you**

* Support the HR team with people focused activities, HR reports and HRIS admin
* Hire and onboard skilled and talented people with the right culture-fit so they hit the ground running in no time
* Keep the house in order in terms of payroll input, HR Admin - particularly  entry and exit related - and compliance
* Be an everyday ambassador of our culture and imprint the culture into every aspect of how we build business together
* Be a “go-to” person for things big and small
* Be an advocate of learning, growing and pushing boundaries for all your teams

**What we look for**

* A person with a business mindset, who is fast, result oriented, structured, analytical, diligent and attentive to people’s needs. Who likes to work with new technologies, applications.
* Somebody who is not afraid to roll up their sleeves and get on with any task
* A HR professional with knowledge of all aspects of HR generalist roles -  hiring, onboarding, offboarding, performance management, every day employment law, etc
* A self-starter, able to work independently and deliver without a support of a large team
* Someone with passion for high level of customer orientation

**KPI’s typical for the position**

* # of vacancies filled/ time to hire
* Attrition/ attrition in probationary period
* eNPS
* Error-free and timely admin, reports and analyzes
* People related budget

**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 mainly offer a fair reward and the possibility of professional growth and education, also a great bunch of people around and a legendary company events

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