



HÜLLER HILLE

Solid. Precise. Customised.

HÜLLER HILLE has been making machining centres for heavy-duty machining for over 70 years.

Our employees know how precision works in the international market.



We are seeking to recruit the following role at the earliest opportunity:

Human resources officer [m|f|d]

Full-time

Job description

- + Human resources planning and recruitment in conjunction with management and executives
- + General human resources administration with master data maintenance in the time management system; monitor absences
- + Design, implement and coordinate staff development measures
- + Prepare assessments and statistics
- + Point of contact for employees
- + Point of contact for government offices, auditors and tax accountants

Your profile

- + Completed economics | business degree, ideally with a focus on human resources or commercial apprenticeship with further training in human resources
- + At least two years of professional experience and knowledge of all aspects of payroll
- + Sound knowledge of employment, tax and social security law
- + Confident in using SAP HR | 3 and MS Office programs
- + Able to work independently and in a structured way
- + Able to work in a team
- + Very good knowledge of German and English (written and spoken)

We look forward to receiving your application.

HÜLLER HILLE GMBH

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