



HR Specialist with Dutch

If you love working in a fast-paced customer-focused role and you take pride in building strong relationships, solving problems and achieving results, this job could be a great match for you.

We are looking for a talented specialist with strong Dutch language skills to join our stylish new shared service centre in Wroclaw. It's a great role with career potential, so apply now!

Main objective of role:

- Providing support for our employees in the Dutch-speaking countries
- Responsibility for the full scope of HR processes:
 - employee lifecycle
 - benefit administration
 - payroll, time & attendance
 - cooperation with HR Partners
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Requirements:

- Fluent command of Dutch
- Very good command of English
- Min. 1-2 years of professional experience in the area of SSC and/or HR; however, junior candidates will be considered as well
- Working knowledge of MS Outlook, MS Office and Windows operating system
- Professional experience in the area of HR & payroll would be a strong asset
- Strong customer focus and interpersonal skills
- Excellent communication skills and 'can-do' attitude

We are offering:

- Working in an international company, first-in-class in its business area
- Friendly work environment
- Opportunity for professional growth - challenging and rewarding work with a dynamic, international team
- Competitive compensation and motivation system
- Great benefit package (e.g. health insurance, medical care, lunch vouchers, sport /entertainment bonus)

If that role sounds interesting, please send your CV:

ssckariera@bd.com