



# INFINITE INNOVATION

## GLOBAL HR MANAGER (M/F)

r2p GmbH is a global market leader in connected public transport solutions. We develop and sell intelligent technology systems for the mobile sector with highest quality standards: CCTV, passenger counting, Infotainment and fleet management with real-time data transfer for rail and road vehicles.

This role will be based in our headquarters in Flensburg, Germany. We are very passionate about our work. The r2p team is characterized by a high degree of commitment, team-work, friendly manners and humour, placing a high value on good work-life balance.

We are looking for an experienced HR Manager, who reports to the CEO and works closely with the board and owner:

### EXPERIENCE

- + University Degree [Bachelor or Master] in Human Resource Management
- + 2+ years of relevant work experience in an international environment with at least 2+ years management experience and working knowledge of operational HR issues
- + Excellent organizational and communication skills
- + Strong relationship management skills with the ability to engage with and influence a range of stakeholders
- + Self-motivated, independent worker
- + Able to cope under pressure and manage several projects simultaneously
- + Solid understanding of German HR policies, best practice and German employment law
- + Fluency in German and English, both written and spoken is mandatory, additional European language is also desirable
- + Good understanding of business processes [e.g. strategic personnel development]

### DAILY TASKS

- + Liaising with senior management to identify and discuss employment vacancies
- + Coordinating the recruitment and selection process
- + Contact recruitment and advertising agencies in relation to candidates for relevant roles
- + Contact schools and colleges to ensure the successful development of apprentices
- + Prepare contracts of employment and personal files, alongside administering associated paperwork
- + Working with finance to ensure payroll payments and deductions are calculated and administered correctly
- + Dealing with any attendance, long-term absence, grievance, disciplinary processes and working time directive issues
- + Reviewing and making recommendations for any changes needed to policies and procedures
- + Keep up-to-date with current and forthcoming legislation, policies, practices and developments in HR
- + Manage exit interviews, monitor leaving trends, recommend improvements and appraisal interviews

### HOW TO APPLY

Please send your application stating your earliest possible starting date and salary expectation to:

[HRM@R2P.COM](mailto:HRM@R2P.COM)

### FURTHER INFORMATION

For further information please contact our HR Manager Vibeke Eddau Kock:

+49 461 500 338-11