

Stellenangebot vom 30.03.2020

## SENIOR HR MANAGER (m/f/d) - 1208838

Fachrichtung:	Legal / Human Resources
Art der Beschäftigung:	Vollzeit
Eintrittsdatum:	ab sofort
PLZ / Ort:	20354 Hamburg
Land:	Deutschland

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### Firmendaten

Firma:	<b>Bigpoint GmbH</b>
Straße & Hausnummer:	Sachsenstraße 20
PLZ / Ort:	20097 Hamburg



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### Ansprechpartner

Name:	Avantika Thakur
Position:	Junior Recruiter
Straße & Hausnummer:	Sachsenstraße 20
PLZ / Ort:	20097 Hamburg

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### Job-Beschreibung

*A HR Manager at Bigpoint is responsible for organizing, planning and performance of human resources activities for topics like recruiting, employee relations and performance matters, talent management initiatives including development and succession planning, employee engagement and training development and delivery. As a spokesperson of the company, this person needs to represent Bigpoint at all times in a professional and genuine manner.*



## RESPONSIBILITIES

- You are the function owner of Recruitment and be responsible for controlling the

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D-20457 Hamburg

recruitment process (from Plan, JD, Searching till onboarding) for the recruitment of our Hamburg and Berlin Game Studios

- Creating individual job profiles and search strategies (national and international) in communication with the respective Hiring Managers is in your hands
- Taking on the innovative identification of high potentials through different channels (such as LinkedIn, XING) as well as through networking, social business media, trade fairs and events
- Making the selection of suitable candidates on the basis of pre-screenings and interviews (telephone or in person) as well as documentation of the results
- Be responsible for the collection and processing of relevant key figures as well as the further development of existing tracking systems
- Supporting on the development and expansion of the Employer Brand in close cooperation with the Game and Marketing Teams falls into your area of responsibility
- Support the management to develop and implement personnel strategic and policies
- As a part of HR, support to work on training documentation, organization charts, employee handbooks, Performance evaluation forms and other documentation around HR Process and management.
- Research the game industry and make the yearly analysis about company competitiveness and even the proposal for enhance the company competitiveness
- Be project owner for other various HR projects and events from other HR functions

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## REQUIREMENTS

- University degree in the fields of human resources or comparable qualification
- At least 3 years work experience in a recruiting within the gaming industry or IT & Technology companies
- At least one-year experience within a HR Management role from a similar service industry with multiple sites either in Germany or abroad
- Well Know the games industry Human Resource market will be a highlight
- Demonstrated passion for recruiting and human resources profession
- Online & offline sourcing experience utilizing job boards, and networking
- Maintain a positive and professional attitude
- Ability to prioritize multiple functions and tasks, manage work time efficiently with minimal supervision and working in a fast-paced environment
- Demonstrated ability to exercise discretion and diplomacy dealing with confidential and sensitive information
- Detail-oriented, with excellent communication, organizational, administrative and proven outstanding customer service skills
- Passion for games
- Fluent in written and spoken English and German

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