



In order to reinforce the organisation of our client, we are looking for an **HR manager** M/W who initially will focus on **Belgium, Luxembourg and France**.

Our client represents a group of 450 employees with 9 operational locations spread over Belgium, The Netherlands, Luxembourg and France. In 2014, the group realized a revenue of 55M€. Further geographical expansion toward Germany is planned for 2015.

The HR manager will be responsible for:

- Steering & supporting the payroll administration in BeLux and France
- Implementation and continuous improvement of HR policies related to expenses, car usage, travel & lodging, ...
- Defining, implementing and improving internal HR processes
- Management of all contractual aspects related to employees
- Management of external partners, such as payroll partners, lawyers, leasing and insurance companies
- Internal advisor for all aspects related to social law
- Active participation in workers council and other internal committees
- Close collaboration with :
  - Team managers and department managers
  - CFO
  - Training and recruitment department
  - Back Office

The profile we are looking for :

- 5-10 years of experience in HR management
- Experience in the service sector, and more specifically in the IT sector is a plus
- Quality oriented and structural working attitude
- Sound knowledge and experience in social law in Belgium, Luxembourg and France. Knowledge of social law in The Netherlands and Germany is a plus.
- Solution oriented and proactive attitude
- People oriented, being empathetic to the life of a consultant

- Ambitious, prepared to grow with the company, motivated by an entrepreneurial environment
- Experience with workers councils and social partners is a plus
- Experience with office tools
- Good communicator
- Experience with ERP systems is a plus

Offer :

- Being part of a dynamic management team in a fast growing international company
- Full time permanent contract
- A diverse and autonomous job.
- Space for ownership and personal development.
- A competitive salary package.

Please apply by sending your resume to [Danielle@expertsatbusiness.be](mailto:Danielle@expertsatbusiness.be). Privacy guaranteed.