



COMPANY

Software development company which works with international client's network currently is looking for HR manager to play an important role within organization while helping to manage and develop people related processes.

Main responsibilities:

- Manage recruitment and selection process;
- Initiate and organize employer branding activities;
- Administrate documents related with human resources policies and procedures (payroll & benefits, holidays, sick leaves, etc.);
- Implement and maintain company's culture.

Requirements:

- High proficiency in English both written and spoken;
- Good problem-solving and interpersonal skills;
- Able to adapt and handle fast-changing situations;
- High ambition and determination to reach best results;
- A degree in an HR or psychology related field.

Some of the benefits:

- International experience;
- Valuable record in CV;
- Space for creativity;
- Comfortable and well-equipped working space and friendly colleagues.

Please send us your resume in English (PDF) including "HR manager" in the subject line at hr@xplicity.com. Confidentiality is guaranteed.