



# HR Business Partner international

**80 - 100 % – Place of work Wabern**

Owing to retirement, the **HR Division** is looking for a flexible colleague to work as a **HR Business Partner international 80–100%** starting **1 January 2024**. As an HR specialist, you will handle a broad range of HR activities. You will be dedicated to the **International Cooperation (IC) Department** with its Delegations abroad.

Additionally, you will support some departments in Switzerland.

The **IC Department** works in collaboration with the International Red Cross & Red Crescent Movement, providing relief and reconstruction aid in the wake of disasters and through long-term development cooperation.

## **What you will be doing**

- In charge of the qualitative development of the whole HR value chain, from recruitment to departures - also for delegations abroad in an agile milieu.
- Contact person for management, labour law and strategic HR issues for managers, as well as advice and support for staff
- Case management for sick or injured staff

- Involvement in HR projects and development of HRM
- Overseeing the pool for emergency response operations abroad

### **Your profile**

- Commercial training with further qualification as a HR specialist or applied science degree in HR management
- Several years of HR management experience in a comparable role with a variety of professions in national and international contexts
- Sound knowledge of HRM procedures and interest for agile forms of work
- Sound knowledge of MS Office tools and computer literate
- High-level social skills, quick-witted and strong customer-oriented attitude
- Sensitivity to developments, active and systematic, but also a pragmatic approach to change
- Independent, motivated and resilient
- Excellent **written and spoken** knowledge of **German (C1) and English (C1)** and good French (B2)

### **What you can expect**

- Lively and interesting work
- Sector with a sense of purpose
- Team spirit and respectful atmosphere
- Opportunity to work part time and remotely

### **Apply Now**

Please forward a copy of your CV, together with a cover letter setting out how you meet the essential and desirable criteria for this role to the attention of Ms Liz Mc Mahon,

[lmcmahon@redcross.ie](mailto:lmcmahon@redcross.ie)

Your email should contain 'HR Business Partner' in the subject line. Applications should be in .pdf or MS Word format

**Swiss Red Cross**

