

## We need a HR Manager (M/F/X)

### Start date

As soon as possible

### Location

Aachen or Cologne, Germany

### Who we are

Taxy.io is an award-winning tech startup that brings tax and legal advice to the next level with artificially intelligent software. Our solutions help leading tax and law firms in Germany and Austria to consult their clients in a faster and better way.

### What are we looking for

We are looking for a Human Resources generalist to join our team and implement various human resources programs. HR Generalists have a broad knowledge of human resources functions, from hiring to onboarding and from employee compensation to evaluation. If you have a passion for HR, are familiar with labor law and look to kickstart your career in the field, this is the place to be.

Your role as an HR Manager will be far from one-dimensional. You'll undertake a wide range of HR tasks, like organizing trainings, administering employee benefits and leaves and crafting HR policies. You will use Human Resources Information Systems to ensure all employee records are up-to-date and confidential. And you'll also act as the main point of contact for employees' queries on HR-related topics.

The goal is to ensure the HR department's operations will be running smoothly and effectively to deliver maximum value to the organization as a whole.

### You will get interesting tasks!

- Assist in talent acquisition and recruitment processes
- Conduct employee onboarding and help organize training & development initiatives
- Provide support to employees in various HR-related topics such as leaves and compensation and resolve any issues that may arise
- Promote HR programs to create an efficient and conflict-free workplace
- Undertake tasks around performance management
- Administer compensation and benefit plans
- Organize quarterly and annual employee performance reviews
- Enhance job satisfaction by resolving issues promptly, applying new perks and benefits and organizing team building activities
- Ensure compliance with labor regulations

## Do we have a match? Your profile!

- Degree in Business Administration, Human Resources or a related field
- 2+ years experience of having worked in Human Resources, preferably for a software firm
- Basic knowledge about employment law
- Strong communication skills
- Fluent **English**, German skills a big plus
- Creative mind
- Interest in new technologies and willingness to learn new things

## Why join the taxi.io-Adventure?

At Taxy.io you are at the pulse of time - technology and work wise: You are working as a member of a great agile team of driven people ranging from tech experts and data scientists to experienced startup managers. From day 1 you are dealing with responsibility and always are guided to the best professional and personal growth. Here you can work with a flexible schedule and different, but always fancy places. Of course, we pay a competitive salary.

Do you want to have fun with a great young team while disrupting the tax and legal technology industry?

**Yes?** Then just send your CV, your desired starting date and salary expectation to our CEO, Mr. Sven Peper, via [jobs@taxy.io](mailto:jobs@taxy.io) and include "HR Manager" in the subject line, to join our adventure.

You have further questions? Check out our Website: [taxy.io](https://taxy.io) or [LinkedIn](#) or simply ask.