

Organisational wizard? Apply now

We are an innovative employer with a great team. At least, that's what current and former employees say about us on review portals. We would just add that we are a hidden champion. A family business located in the area of Bonn and Koblenz, we provide our customers worldwide with innovative solutions that sustainably improve animal welfare. Our multinational team of experts works from our headquarters in Niederzissen as well as various locations around the world. Together, we are committed to making animal nutrition healthier, more successful and more sustainable.

In order to continue on our path of healthy growth without losing sight of our objectives, we are looking for a

Human Resources Coordinator (m/f/d)

Are you interested?

Submit your application, including your availability and salary expectations, directly online or by sending an email to jobs@dr-eckel.de.

We look forward to your application!

Dr. Eckel Animal Nutrition GmbH & Co. KG
Im Stiefelfeld 10
56651 Niederzissen

Please address any questions you may have about this vacancy to:

Lisa Schäfer
Human Resources

Phone: +49 (0)2636 9749 58

jobs@dr-eckel.de
www.dr-eckel.de

You enjoy:

- > Employee administration, from onboarding to offboarding, including maintaining core data, issuing certificates and references, etc.
- > Assisting in recruitment, from producing job ads to the interviews
- > Participating in special projects related to digitalisation, employer branding, recruitment, etc.
- > Providing support to occupational health management

You have:

- > Completed business management training or a comparable qualification, ideally related to human resources
- > Preferably, experience in human resources
- > Excellent organisational and social skills, and work on your own initiative
- > Discretion and a sense of responsibility
- > Good MS Office skills
- > A good command of English

You can expect:

- > A varied working day and lots of flexibility in a secure industry
- > Remuneration based on performance and a beautiful workplace surrounded by nature
- > Trust-based working time and various remote working models
- > Diverse, individual training and personal development opportunities
- > A flat organisational structure in a value-driven family business that has been named 'Top Arbeitgeber im Mittelstand' (Top 'Mittelstand' Employer) by FOCUS magazine
- > The best team in the world