

Published on 18. Mar 2026

HR MANAGER (M/F/D)

Full-time

Type of employment

St. Georgen bei Grieskirchen

Location

HR

Area



Maria Zirwig

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VIEW JOB ONLINE

Your tasks:

- Responsibility for the recruiting process - from the coordination of requirement profiles to successful staffing
- Contact person for managers and employees in all HR-related and labour law issues
- Comprehensive support of the employee life cycle - from onboarding to development meetings and personnel measures to offboarding
- Processing and ongoing development of administrative HR processes (in particular contract management, personnel administration and maintenance of HR data and systems)
- Supporting managers in personnel, organisational and succession planning as well as annual personnel budget planning
- Co-design and further development of modern HR processes and tools
- Coordination and handling of temporary staffing

Your profile:

- Completed degree (FH/University) with a focus on Human Resources, Business Administration or comparable training
- Multi-year experience in HR - preferably in a manufacturing industrial company
- Good knowledge of labour law
- Excellent communication skills, high social competence and enjoyment of working with different stakeholders
- Independent, structured and solution-oriented way of working

You can expect:

- An interesting working environment in a motivated team
- The opportunity to actively shape the future of the company and, above all, the HR department
- State-of-the-art work equipment
- Numerous special benefits (fruit, doctor, gym allowance, ...)
- Development opportunities in an industrial company with all the advantages of a family business
- Canteen with regional delicacies
- Home office option

Do you like this job? Then apply now - we look forward to getting to know you!

For this position, a monthly gross salary from €3,800 is planned on the basis of full-time employment. We are happy to overpay depending on your professional experience and qualifications.