



HE Space is a successful international space company. For 40 years, we have been supporting our customers with qualified experts in the field of engineering, science and administration. HE Space has joined forces with CS Group to lead the engineering and digital space market in Europe and to provide highly skilled consulting.

HR Advisor

Key Tasks and Responsibilities

We are currently looking for an HR Advisor to cover for one of our HR Advisors during her maternity leave (September till February). In this independent and, above all, versatile role, you will be working closely together with your HR colleagues in the Noordwijk team and abroad.

What is expected of you in this role?

- You are at the heart of our organisation and are therefore in frequent contact with different stakeholders;
- You build trust and credibility with our employees and customers, to coach, support and direct as appropriate in finding the right solution to their needs
- You coordinate training programs, personal development plans, and employee performance reviews to support our employees in their further development
- You identify - and act on - trends and opportunities to understand ways to increase employee engagement and retention
- You initiate and/or support multiple HR projects

Skills & Experience

You will have the following qualifications and relevant experience:

- Bachelor's Degree level;
- At least 3 years' relevant HR experience and or experience coaching people;
- Knowledge of Dutch labour law is an advantage and so is experience with expats or in an international organisation;
- Excellent communication and social skills;
- Able to think around "people problems" and come up with solutions;
- Independent thinker who works well in a team;
- Fluency in English is mandatory; knowledge of Dutch and another European language is an advantage.

This job is located in **Noordwijk**, The Netherlands. Direct hire and working 32 hours per week is the preferred option.

If you would like to join a friendly international organisation based in Noordwijk, and have the right background in HR or coaching people, we are keen to hear from you.

Please send your CV together with a letter of motivation (both in English and in Word) to Annie Kontou, by clicking on the button "Apply for this job" quoting job **NL-HP-24097**.