

HR Generalist (x/f/m) | Meshcapade

Emphasis: HR Operations & Generalist skills

Salary: From €62,000 pro rata + excellent benefits

About Meshcapade

Meshcapade is the 3D digital human company. We are creating realistic human avatars for use in apparel, games, fitness, AI, and augmented reality. Using machine learning and computer vision, we model the nuances of human body shape and movement. We automatically convert photos, 3D & 4D scans, RGB-D sequences, Mocap and even words into realistic 3D humans. We are a spin-off from the Max Planck Institute for Intelligent Systems in Tübingen, Germany and our products are powered by state of the art, patented research. Our core product, Meshcapade Studio, is an online platform for the creation, animation, and use of 3D digital humans. Our clients run the gamut of global names; a broad mix of tech, media, health and fitness, apparel, and education.

As we prepare for growth, we're now looking for our first HR Generalist to join us and support our most important asset – our team. You will join a fast-paced environment and support the day-to-day operational administration of our People function either from our head office in Tübingen or remotely.

Responsibilities

- Responsible for all HR related administrative tasks, employment documentation, relocation support, absences/health care/occupational safety administration
- Manage the full employee life cycle from onboarding through to offboarding, including e.g payroll administration, ordering hardware etc
- Act as a point of contact on all HR related matters
- Provide support and advice to managers on employee relations topics
- Payroll coordination in Germany
- Help to organize events, team buildings and other activities
- Support head office management activities

Requirements and skills

- 5+ years progressive experience in an HR Operations and Generalist role along with experience of employee relations topics
- Experience handling HR documentation and payroll in Germany
- Team player with passion for People and love to see them thrive in the workplace
- Knowledge of German employment law
- Have an ambition to improve employee experience
- Problem-solving enthusiasm: you go beyond identifying issues or challenges and focus on how to address them
- Skilled at working effectively within international and distributed teams
- Excellent communication and collaboration skills
- You will be highly organized, demonstrate high levels of initiative and a proactive approach
- Full proficiency in German and English

Bonus Skills

- Experience of working in a startup environment where speed is critical

Talent Acquisition Process

- Interview with our Talent Acquisition Manager;
- Interview with our CEO;
- Cross team interviews with other stakeholders;

What we offer

- A competitive compensation package;
- Full remote working support;
- An entrepreneurial team passionate about creating the technology to power the world's avatars;
- Opportunity to work with an internationally diverse team;
- Great perks (autonomy, flexible working hours, hardware budget, co-working space allowance and team events)

Diversity isn't just a statement at Meshcapade, it sits at the core of the company. We believe in the diversity of thought because we appreciate that this makes us stronger. Therefore, we encourage applications from everyone who can offer their unique experience to our collective achievements.

Apply here: job@neckar-hub.com

Your contact person is Naureen Mahmood

We look forward to receiving your application!