



HR Student - Operations

Are you studying and you want to learn more about HR and put in practice your knowledge?
Do you want a great learning experience with an amazing team?

XING is the leading online business network with 20 million members in German-speaking countries. Workers from every industry use XING to connect with one another, to look for jobs, new hires, projects, cooperation partners, expert advice and business ideas.

We believe in a world of work where people can find their true self and achieve their full potential. This not only makes individuals more satisfied and happier, it also makes companies more successful.

While most of our products focus on the German speaking market, our development teams are collaborating from 6 offices across Europe. Our working culture is international, our working language English and you will find a technology-driven environment that enables you to grow professionally.

Do you want to know more about us? Check our Instagram!

https://www.instagram.com/newwork_es/

A convincing background

- Team spirit and willingness to learn and share knowledge with your colleagues.
- People oriented
- Structured and detail oriented
- Good English skills
- Good Excel skills and HR legal knowledge.
- **IMPORTANT:** Possibility to sign a university agreement

We need part-time student who will support HR tasks from our office located in the city center of Barcelona or Valencia, you can choose!

- You will give support to HR areas: maintain Data accuracy, work contracts, legal requirements, payroll, benefits, reports...
- We need someone with good excel skills and currently studying an HR or Economics degree.
- **This position will be paid** --> 500€ gross monthly / 20h a week.
- Hours will be from 9h to 13h from Monday to Friday.
- Internship period: July – December 2022.
- If you are interested in the position, please send your CV to william.navarro@new-work.se