



## Organization Profile

*Micro-Star International Co Ltd, employing 13.000 people and a worldwide leading manufacturer for computer components like Motherboards and Graphic cards, Notebooks, Tablets, All-in-One PCs, Desktop PCs and other IT peripherals and add-on cards.*

*MSI Computer Europe B.V. (MSI) is one of the ten subsidiaries of Micro-Star International and responsible for the Logistics, Distribution, Service and support of the EMEA region, and has approximately 45 employees working in Son (near Eindhoven). For this ambitious and dynamic company, we are looking for an:*

### **HR Officer**

*(Part-time, 28 hours)*

#### **The Job Main Objectives**

As HR Officer for MSI you are an important link between the operation and management. This means you are operating on an operational and tactical level. You are the central point of contact for employees, whereby your HR knowledge and skills are regularly called upon (advise, policy, regulations, etc.).

The responsibilities for this versatile position are:

- Personnel administration
- Recruitment & employment
- Coordinating performance cycle
- Support with projects (currently setting up InSite)
- Labor law
- Casemanagement (WvP)
- TEV procedure (TWV and mvv)
- Part of MT

You start with a thorough induction program including several trainings in which you will be getting more familiar with the company, the MSI products and markets.

#### **Required Skills and Knowledge**

We are looking for a candidate with the following:

- Bachelor degree in Human Resources Management or equivalent.
- At least two years of relevant experience as HR in a Multinational, preferable in the Computer Hardware or Consumer Electronics.
- Good knowledge of both spoken and written English.
- Knowledge of AFAS.

#### **Required Competences and Personality**

At MSI we believe in three core values: *Teamwork, Passion and Execution*. In order to be successful you must have these competences. Besides the company's core values the ideal candidate has the following competences: Self-awareness, flexible, curious, eager to learn, persuasiveness, perseverance, initiative and enthusiastic.

#### **Our offer**

At MSI you can count on a dynamic, demanding, international and non-formal working environment in which initiative and hard work is being recognized and rewarded. The employment package is competitive and depends on level of experience and knowledge.

#### **Interested?**

Are you interested in this challenging position, please contact:

HR Department

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