

Innovative new captive bank. Exciting. Opportunities. Join us!



## Senior Manager Human Resources (m/f/d)

The Hyundai Capital Bank Europe is the first non-European financial services company to obtain a full banking license from the European Central Bank. The newly established bank, based in Frankfurt am Main, is the European subsidiary of the South Korean Hyundai Capital Services Inc. in Seoul. With more than 10,000 employees worldwide, we are the leading company in the financing and leasing of Hyundai and Kia vehicles.

As the captive bank of the Hyundai Motor Group and its brands Kia Motors and Hyundai Motor, the Hyundai Capital Bank Europe has supported the distribution of Kia and Hyundai vehicles in Germany since September 2016. To further develop our young automotive bank, we are looking for highly motivated employees. In an innovative company with an exceptional corporate culture, you will have the unique opportunity to contribute your ideas in our fast-growing business and implement them accordingly. All of this in an international working environment in the heart of the German banking metropolis. Exciting. Opportunities. Join us!

### YOUR RESPONSIBILITIES:

#### Talent Acquisition

- Develop recruiting strategy and functionality that will contribute to long-range growth of the company, implementing any new processes and fine-tuning current processes for recruiting that fits Hyundai Capital Bank Europe
- Drive recruitment process of new employees in our banking environment with both own recruitment, strong sourcing activities and steering external providers, focusing on diversity
- Develop and execute candidate sourcing strategy; build diverse candidate pipelines and long-term candidate relationship; create a brilliant candidate experience in identifying and anticipating candidate needs, follow issues to closure, collaborate with key stakeholders to maximize candidate experience and meet the expectations of the business
- Develop strong partnerships with hiring managers and management to ensure the right talent is being identified and hired as well as to ensure market compelling offers
- Effectively represent and market Hyundai Capital Bank Europe, the organizations business objectives, and career opportunities to potential candidates; get to know the industry and apply knowledge of the marketplace to help fill positions
- Ensure that the candidate is the fit for the position and for the company by conducting rigorous reference and compliance check and liaising with the company legal counsel
- Provide key talent retention strategy and implementation plan (e.g., retention package); reach a conclusion by which every stakeholder can agree and be satisfied
- Manage and drive the overall employment experience – from recruiting to exit – by observing the set rules and policies while communicating to employees and other stakeholders with clarity and transparency
- Conduct exit interview with leavers and report to the Senior Management as necessary
- Actively utilize the recruiting module of global HR ERP for posting and sourcing
- Manage internal/global transfer of employees via Career Market / GCM (HR ERP Taleo module)

- Provide regular/adhoc reporting (e.g., external resource monitoring, training) to the Senior Management and/or HQ
- Manage global mobility programs (e.g., GRP, GEP, internship) and high-potential employee program (e.g., GSV,) owned by HQ

#### HR Operations & Analytics

- Drive continuous development and optimization of HR policies and procedures in order to maintain an efficient and effective business
- Drive effective and efficient PER process while providing technical support with global HR ERP
- Implement global talent management initiative at local level, focusing on Talent Review and Succession Planning, to build and fortify the company's talent pipeline and pool for the future
- Provide HR analytics report to provide the Senior Management and/or HQ a snapshot of the workforce and insights
- Provide regular HR reporting (monthly HR key metrics, HC planning, HR Dashboard, MyOrg) to the Senior Management and/or HQ
- Provide regular/adhoc reporting to Hyundai Motor Group
- Responsible for annual execution of external Compensation Survey incl. internal benchmarks
- Support HR budgeting process (annual cost planning forecast)
- Report/ask for consultancy to HQ relevant matters in compliance with GGP (global governance policy)
- Main contact point for due diligence and provide documents as necessary
- Provide regular PIP progress reports to the Senior Management as well as consulting
- Manage the external audit process (Deloitte)

#### YOUR PROFILE:

##### **Education, Experience, Skills, Personal Characteristics & Other Requirements:**

###### **Education & Experience:**

- University degree in business administration, psychology or law with a focus on HR Management or equivalent qualification
- Minimum of 5 years professional HR experience ideally in a speedy, international environment with solid knowledge in general HR processes such as compensation, performance management, headcount planning as well as German labor law; European labor law a plus
- Solid Experience in recruiting and people development
- Solid experience working with different HR ERP Systems like PeopleSoft, SAP or others
- Experience in Foreign Assignment/Mobility Services

###### **Skills, Personal Characteristics & Other Requirements:**

- Advanced analytical, problem solving, and decision making skills
- Proactivity, integrity, flexibility, resilience and the ability to work independently
- Excellent communication skills, both written and spoken and able to develop positive working relationships across all levels and functions and having fun to work in a multi-cultural environment
- Very good knowledge of MS Office
- Fluency in English. Fluency in German is a plus
- Intercultural sensitivity

#### OUR OFFER:

- Flexible working hours
- Performance based compensation
- Pleasant working atmosphere in an international team
- Modern workplace in the heart of the banking metropolis Frankfurt am Main
- Ideal traffic connection
- Free breakfast including fruit basket
- Benefits including lunch vouchers and pension plan

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## INTERESTED?

We look forward to receiving your application to [recruiting@de.hcs.com](mailto:recruiting@de.hcs.com).  
Please also indicate your notice period and salary expectation.

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