

## Head of People Operations / Head of HR (m/w/d)

Are you interested in working in a young, innovative, and dynamic robotics company? Do you want to work in a team of international talents as well as professionals with entrepreneurial experience? Then this might be the perfect opportunity for you.

We are looking for a **Head of People Operations (60-80%)** focusing on empowering and maximizing the value of employees in the context of the goals of F&P Robotics AG.

### **ABOUT F&P ROBOTICS**

F&P Robotics AG is a pioneer in the field of human-robot interaction with 50 employees. We develop and build interactive, collaborative robots for the industry as well as for hospitality and care applications. We offer complete robotic solutions, for which we develop and produce both hardware and software. With the elderly-care assistance robot Lio, we are pushing the boundaries of human-robot interaction and mobile manipulation. Our mission is to assist nurses in care facilities and to improve the residents' quality of life. Barney is a fully autonomous robotic bar that serves cocktails, soft drinks and coffee in a very efficient and entertaining way. To accomplish this, we utilize modern approaches from the fields of robotics, artificial intelligence, software development and machine learning.

### **ESSENTIAL DUTIES & RESPONSIBILITIES**

- Responsibility for the further development, adaptation, implementation and monitoring of all employee-related processes (recruitment of new employees, contracts, on-boarding, development, off-boarding) in the context of growth of F&P Robotics AG
- Willingness to build up and lead the People Operations team in parallel to the growth respectively needs of F&P Robotics and our ambitious targets onwards
- Talent sourcing, acquisition and follow-up on candidates
- Follow up on and improve our referrals
- Review applications, run first calls and check for position fit and culture
- Create an engaging candidate experience and interface to line managers and executive board
- Supervise and lead the onboarding of new employees and offboarding of leaving colleagues
- Ensuring a development and evaluation process within the company as well as empowerment and sparring partner for the line managers and executive management
- Develop People Operations in terms of ideas, processes, software and tools along the needs and growth of F&P Robotics

## F&P Robotics AG

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## QUALIFICATIONS

- 3+ years of experience in a comparable position in people operations / human resources
- Experience in building, motivating and leading a team to success with good people's development skills
- HR degree (Bachelor/Master) or equivalent education respectively relevant practical experience
- Strong interpersonal and negotiation skills
- Target driven with a lean and quality mind set
- Able to work in a fast-paced environment
- Ability to communicate at all levels and influence key stakeholders
- Organized and methodical with good attention to the detail
- Fluent in German and English
- Plus if experienced in a robotics, international high tech and/or industrial business environment

## OUR OFFER

- Entrepreneurial position with a lot of personal responsibility and development potential
- Opportunity to build up your own team and structure it within the fast-evolving company
- Competitive compensation

If you enjoy teamwork more than being the individual superhero, and if you thrive in a feedback-driven culture and an exciting, unconventional and progressive start-up environment, we would love to hear from you.

Please send your complete application, including CV, motivation letter and references to [jobs@fp-robotics.com](mailto:jobs@fp-robotics.com). Applications through recruitment agencies are not considered.

### Sanja Dimitrova

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