

HELENIC CABLES S.A.

is searching for its headquarters in Marousi

HR Assistant

We are searching for a dynamic and passionate young professional to join our team, responsible for managing supportive activities to various HR issues and procedures, capable to deliver administrative tasks on time, provide support to organizational growth through analytical HR Metrics.

The candidates should have:

- 2-3 years' experience in similar position (preferably on an industrial/manufacturing sector)
- Excellent oral and written command of the English language
- Excellent communication and organizational skills
- Literate in HRIS, preferably in SAP environment and HR Metrics with strong analytical and numerical skills
- University degree in Business Management, Human Resources or related field.

Postgraduate studies will be an asset.

The position offers dynamic work environment, continuous training and development opportunities.

All candidates can send CV to email hr@cablel.vionet.gr quoting the code **CabHRAS**

All cvs will be treated as confidential