

**Stephex Group** is a proudly family-owned company based in Meise, Belgium, renowned for excellence in horse trading, automotive innovation, and event management. As market leaders in the production of premium horse trucks, motorhomes, and 2-horse vehicles, we are committed to delivering exceptional quality and user-centric designs that meet the diverse needs of our clients.

Our extensive dealer network stretches across Europe and beyond, enabling us to provide exceptional service and support to customers, no matter their location. With a strong reputation for reliability and craftsmanship, StepheX Group is dedicated to maintaining the highest standards in everything we do. Join us as we continue to push the boundaries of innovation and quality across the industries we serve.

### **Are you ready to embrace new challenges and grow with us?**

We encourage you to explore this exciting opportunity and become part of our journey!

## **HR MANAGER**

### **Job description**

As Human Resource Manager you are responsible for coordinating all administrative activities related to the Group's employees. From recruitment strategies to staff benefits to payroll and employee relations, as HR Manager you ensure that the organization runs smoothly. You will work closely with the COO and CEO.

Your responsibilities are:

- Managing the hiring process, including recruiting, interviewing, hiring and onboarding.
- Optimizing and improving internal HR processes.
- Improving, enrolling and implementing group policies, compensation and benefit programs.
- You are the contact person for employees and management and take care of all communications regarding HR.
- Payroll administration; acting as SPOC for our social partner.
- All round employee administration.

### **Candidate profile**

- Bachelor degree in HR Manager with at least 5 years of experience as HR Manager or Payroll expert with leadership qualities.
- You have a good knowledge of social law.
- An in-depth knowledge of Payroll and HR administration is a must.
- SD Worx Payroll, SelfService and Strobbo knowledge is a plus.
- Your mother tongue is Dutch, and you can communicate fluently in English and French.
- You know how to motivate colleagues.
- You are a confidential advisor to whom colleagues can turn at any time.

- You have a sense of initiative and feel where it is necessary to make adjustments that contribute to the renewal of the organization.
- You like to put your shoulders under a growing business and can easily deal with resistance to change.

## Job offer

- Attractive remuneration package in line with your experience and added value.
- Part-time employment (4/5)
- Challenging opportunity.
- International, strong and growing environment.

Apply online via: <https://stephex.com/careers/> or via: [hr@stephex.com](mailto:hr@stephex.com)