

HR Business Partner (m/f/d)

Solvd Group (solvd) is a dynamic and growing organization who's mission is to automate the end-to-end motor claims management process by integration of the best-in-class digital and AI-supported tools available in the market. We pride ourselves on delivering excellence through innovation, collaboration, and expertise. With a global presence, Solvd operates in over 45 countries and employs more than 3,700 dedicated professionals worldwide.

We are looking for an experienced and proactive HR Business Partner to join our team and support our holding function. In this role, you will collaborate closely with our Senior HR Business Partner and leadership team to drive strategic HR initiatives while ensuring operational excellence. As a key partner to the business, you will help shape our organizational culture, enhance team effectiveness, and provide 'HR as a Service' to streamline the day-to-day experience for our employees.

Key responsibilities

- Supporting employees and managers on topics related to human resources and labor law, and providing guidance on related issues.
- Taking ownership of all activities within the HR processes throughout the entire employee life cycle, from recruitment and onboarding to development, retention, and offboarding
- Establishing and ensuring smooth and high-quality operational HR work along existing Group processes and in close cooperation with the internal Shared Service Center / Center of Expertise
- Drafting, reviewing, and managing international employment contracts while ensuring compliance with local labor laws and global company policies
- Support in implementing and ensuring internal HR processes (e.g. Allianz Engagement Survey, HR Metrics) and group-wide standards (e.g. DSGVO)
- Providing project support within ongoing transformation and change management initiatives to drive organizational development and adaptability

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- Coordinate internal and external events, team-building activities, and employee engagement initiatives.
- Support senior management with special projects and administrative tasks as needed.
- Support in managing the day-to-day office operations, including facilities, supplies, vendor coordination, and mail handling.

Experience and qualification

- You enjoy not only setting up HR strategies, but also implementing them operationally
- Expertise in legal, tax and social security implications is an advantage
- University degree in economics, human resources management, law, (business) psychology or comparable training is a plus
- You are business fluent in German and English (written and spoken)
- Very good MS-Office skills; experience in SAP HR and SuccessFactors is an advantage
- You have several years of relevant HR Business Partner experience, ideally in a start-up or hyper growth environment
- You are a people person & a humble team player
- You are comfortable working independently

Our benefits

- A highly talented, dynamic, and international team
- Opportunity to make an impact in a global company
- Flexible working arrangements
- Health & well-being offerings
- Company pension & health insurance

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Sounds suitable? Contact us!

If you fit the profile, we'd love to hear more about you. Send us your application documents to:

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