

Rapitag has the vision to make retail saver, faster and more convenient than ever. Founded in 2017, the start-up has uplifted the traditional security tag into a multi-patented, high-tech IoT device enabling retailers for the first time ever to provide safe and fast self-check-out and significant process optimization for high value products.

For this we are looking for an **HR Working Student/Intern (m/f/d)** for our Munich office as soon as possible.

TASKS

- As an HR Working Student/ Intern (m/f/d) your task is to take over general administrative tasks and maintain our HR management tool
- You contribute to the development and improvement of our HR systems and processes
- Further you are responsible for creating and maintaining all relevant data and documents for our employees, such as contracts, certificates and references
- You support our HR team in exciting areas such as employer branding, recruiting, etc.
- In addition, you also support our team in the preparation of the onboarding of new employees and ensure a smooth process

REQUIREMENTS

- As an HR Working Student/ Intern (m/f/d) you are enrolled in bachelor or master studies in business administration, human resources or a similar field
- Ideally, you bring along first experience in the field of HR operations or personnel support
- You are characterized by an organized and proactive working style
- Moreover you are highly motivated and driven by a “getting things done” attitude
- You enjoy communication and therefore you have excellent German and English skills

BENEFITS

- Have an impact: Join the early core team with an entrepreneurial culture operating in the hypergrowth industry of retail technology - we have bold ambitions
- Be valued: We offer attractive compensation and the opportunity to shape an early-stage deep tech start-up from the ground up
- Be on site - if you want to: An office location in the heart of Munich (Obersendling) with flexible working hours and remote / home office options
- Top equipment for top talents: We'll hook you up with the best gadgets like a new MacBook Pro
- Work independent: Freedom for own ideas, working style and area of responsibility with short decision-making processes
- There is more: Enjoy an open atmosphere, connect with industry experts and digital pioneers, free drinks in our office, and take part in regular team events