

Vacancy

The Institut Laue-Langevin (ILL), situated in Grenoble, France, is Europe's leading research facility for fundamental research using neutrons. The ILL operates the brightest neutron source in the world and hosts over 2000 visits by scientists per year, who come to carry out world-class research.

Are you interested in taking up a new challenge in our international institute? The ILL's Human Resources Service is continuing to pursue the digital transformation of its processes, in particular in the area of skills management and development. In this context, and in order to assist the HR team in managing these projects, we are currently seeking an experienced Human Resources Project Officer

Experienced Human Resources Project Officer

Yours Tasks

Participating in the project to further develop the human resources information system (HRIS):

- Coordinating with the supplier on the development of the tool (new functionalities), monitoring deliverables, integrating functionalities resulting from company agreements, and assisting users
- Assisting the HR team with the definition and digitisation of its processes and the deployment of HRIS tools (document sharing, workflow, etc.)
- Managing the HRIS.

Assisting the HR Service in defining and implementing company agreements (on job and career management (known as GEPP), training, remote working, etc.):

- Participating in the revision of the agreements (possibly including participating in negotiations)
- Implementing GEPP-related measures: identifying critical positions/skills, assessing skills required for positions, putting in place associated action plans, anticipating changes to job profiles, medium and long term
- Defining job profiles and skills
- Assisting managers in improving managerial practices (introduction of a manager training programme).

Cross-functional tasks:

- Developing and automating the collection of mandatory data (e.g. for the 'bilan social' (annual report presenting key HR indicators), etc.) and reporting processes
- Managing the process for the annual and professional interview campaigns
- Managing the process for the salary advancement campaigns
- Providing operational assistance for the skills management process within the ILL's Integrated Management System in order to comply with requirements of the Autorité de Sûreté Nucléaire (French nuclear safety authority) (formalisation, skills monitoring, including mentoring)
- Providing support for the implementation of various HR projects.

The successful candidate will report directly to the Head of the Human Resources Service.

Qualifications / Experience:

- Level 7 qualification (Master's degree or equivalent) in human resources or management, or equivalent experience in these two fields
- We are looking for at least 10 years of professional experience in human resources development.
- A track record of successful experience in change management and HRIS implementation thanks to your excellent listening, organisational and HR project management skills.
- Experience in fostering good social relations.
- Excellent interpersonal skills, a sense of service, autonomy and a pragmatic approach.
- A strong interest in the use of digital tools.

We offer:

- ✓ **Quality of life** A hub for research and technology, the city of Grenoble is ideally located in the heart of the French Alps (just 3 hours from Paris/Provence by train, 1 hour from Lyon international airport and 1 ½ hours from Geneva). It is important for us that our staff achieve a healthy work-life balance. We therefore offer home working (under certain conditions), generous annual paid leave entitlement and a host of other benefits that you will discover when you arrive!
- ✓ **Prospects** We guarantee you a **Permanent position** a multicultural scientific environment.
- ✓ **Benefits** - We offer generous social benefits (expatriation allowance, excellent health cover), moving and relocation assistance (under certain conditions) and an annual productivity bonus. We also offer language courses for you and your partner and subsidies for the use of public transport and the staff canteen, as well as for holidays and a variety of cultural and sports activities.

How to apply:

Please submit your application on line no later 25/02/2024, via our website :

www.ill.eu/careers

(vacancy reference : 24/05).

Con copia de la candidatura a: eures.franciasuizabenelux@sepe.es

Indicando la referencia ILL 24/05

Ayudas a la movilidad EURES

