

Human Resources Generalist

COMPANY DESCRIPTION:

SLM Solutions is a leading provider of metal based additive manufacturing technology, commonly referred to as 3D printers, utilizing selective laser melting powder bed fusion technology. Our 3D printers are designed to produce parts directly from a variety of metal powders. The customers for our metal based additive manufacturing systems come from various industries such as aerospace, energy, healthcare, and automotive. Headquartered in Lübeck Germany, SLM Solutions has approximately 420 employees worldwide.

POSITION DESCRIPTION:

The role of Human Resources Generalist requires an empathetic, business astute, and relatable candidate who is cutting edge, believes additive changes the world of manufacturing and passionately lives the SLM Solutions culture. This is a crucial role in ensuring the successful growth of our organization in the Americas. As such, we are looking for a personality who is an innovative, forward thinking leader with energy and a strong desire to leverage the power of teamwork to make an impact for our company and industry.

In addition, the Human Resources Generalist will:

- Lead all HR related connections, support, and operations for the Americas.
- Partner with functional leaders to support global business stakeholders.
- Provide input to business decisions based on known team member engagements, skills, and potential by contributing HR input and prospective activity.
- Administer all employee and candidate related documentation (employment contract writing, personal time off administration, performance reviews, annual feedback meetings etc.).
- Support payroll administration processes in co-operation with payroll provider.
- Develop recruitment strategies including participation in job fairs and university partnerships and processes including job posting, reviewing resumes and job applications, interviewing, assessments, on-boarding
- Manage and become the subject matter expert of the HR Management System locally and globally within HR HQ-Organization.
- Development, analysis and effective decision-making of data/reports for HR analytics.
- Cross functional collaboration to manage company inquiries.
- Collaborate across all functions to achieve strategic goals.

QUALIFICATION REQUIREMENTS:

- Bachelor's degree in human resources or related discipline.
- 2 to 5 years of work experience in a similar role.
- Dynamic, proactive approach and ability to work effectively in high-pressure situations that may involve confidential or sensitive matters.
- Strong communication and collaboration skills.
- Proven ability to influence business stakeholders.
- Strong organization, prioritization, time-management, multi-tasking skills.
- Positive, upbeat and cooperative attitude.
- Ability to work in a fast-paced environment.
- Ability and curiosity to learn about our Customers, Products, Processes and technology.
- Very good command of MS Office applications (Word, Excel, PowerPoint).
- Leadership experience as well as the ability to create a unique team spirit within an organization.

Our Comprehensive Benefits Package Includes:

- Diverse, global, growing organization with flat hierarchies in a trend-setting industry.
- Competitive compensation.
- Medical, Dental, and Vision insurance; short-term and long-term disability insurance.
- Life Insurance.
- 401K with Company Match.
- Flexible Spending Accounts.

Apply: careers@slm-solutions.us

NO RELOCATION ASSISTANCE AVAILABLE.

SLM Solutions NA, Inc. IS AN EQUAL OPPORTUNITY EMPLOYER.

SLM Solutions NA, Inc. participates in the E-Verify program for Employment Eligibility Verification.

This position requires approximately 10% travel.