

# We are growing. Are you?



Ogone is looking for a **HUMAN RESOURCES SPECIALIST** m/f  
for our Brussels HQ

## YOUR JOB

Together with your colleagues, you are responsible for providing (tactical and operational) support in various HR domains in order to live up the HR mission statement and to provide an excellent service. Your main responsibility is the International HR Support with focus on payroll, rewarding and guiding start-ups (new countries). Besides this you will manage HR projects related to your domain or other HR domains, this in collaboration with the HR manager. Your key words are: quality, analysis, build & implement and confidentiality.

After an internal training period, you will be an Ogone HR expert allowing you to:

- Analyze, build, maintain and optimize all HR support services for our international subsidiaries (contracts, labor regulation, health & safety, benefits...)
- Maintain high standards for HR knowledge regarding international employment and legislation in order to anticipate potential issues
- Responsible for monthly payroll closing (including fix and variable salary, meal vouchers, etc) in collaboration with management and external partners
- Maintain and manage all contacts with external partners for payroll and compensation
- Introduce, maintain and manage all contacts regarding benefits (insurances, meal vouchers...)
- Support the HR manager in the implementation of HR related projects: Performance management, HR governance (policies & procedures), Rewarding, HR analytics, etc



## YOUR PROFILE

For this challenging function, we need a talented explorer with good analytical and entrepreneurial skills. As candidate you match following requirements:

- Master degree, preferably in Law, Psychology or equivalent by experience
- Relevant first experience (in social law, in comp & ben,...)
- Very good knowledge of French, Dutch and English. Knowledge of German is an asset
- Passionate about Human Resources
- Pro-active with a strong integrative thinking ability
- Very strong analytical skills
- Reliable, flexible and seeking to take on responsibility
- Clear drive for result
- Mature and tactful
- Open-minded

## WHY OZONE?

You work with complex products in a host of different sectors at the national and international level. You grow because your job challenges your skills every day. Your colleagues are all totally committed: there's a reason why we are growing all the time. In our open corporate culture you have freedom to achieve your goals and further your career.

Set your sights on becoming Human Resources Specialist? We welcome your drive. Your responsibilities and experience attract a competitive salary with benefits and training opportunities.

## WHO WE ARE

At Ozone we develop electronic payment solutions for e-commerce and a host of other sectors. We work for small and large companies in more than 45 countries. We have offices in Belgium, the Netherlands, France, Germany, Switzerland, Austria and the United Kingdom.

## COME AND GROW WITH US

Interested in a career in e-commerce? Don't hesitate, apply now.

Send your motivation letter and CV to Ozone, HR Recruitment: [hr@ogone.com](mailto:hr@ogone.com)  
Ozone, Woluwedal 102, 1200 Brussels

