



# New work, new you



## We're looking for a (Junior) Talent Acquisition Manager (ALL GENDERS)

We all enjoy meeting people who are full of new ideas and always looking to improve themselves. And that's also true at Barclays – because we're not your typical bank. Just like you, we're full of energy and love forging new paths.

You can have a real impact at Barclays and help shape the company's future. Not only do you have the opportunity to develop your own skills, but you can also help your team progress and drive the company forward. Set your career free: we offer flexible working arrangements, the opportunity to change position and even assume leadership roles — no avenue is off limits. So, are you ready to take the next step? Start your new and exciting journey at Barclays.

### What will you be doing

- Support the local Business and local HR Team on day-to-day execution across all Recruitment topics
- Collaboration across internal and external stakeholders to deliver the best candidates available
- Act as a link and manage the interface between the local HR team, local Talent Acquisition and the HR Operations Team Germany
- Drive and support recruiting activities including Supplier Management and Employer Branding
- Trusted relationship management with local Workers Council
- Support Talent Acquisition administrative duties which are in close cooperation with the HR Operations Team and Outsourcing Partner
- Documentation of processes and continuous improvement of status quo
- Be part of European-wide project work
- Ensure that all activities and duties are carried out in full compliance with regulatory requirements, Enterprise Wide Risk Management Framework and internal Barclays Policies and Policy Standards

### What we're looking for:

- University degree in Human Resources, Business Management, Psychology or equivalent
- Experienced in the use of MS Office programs
- Ability to manage high volumes of work, execute flawlessly with attention to detail, and develop a deep understanding of HR processes

- Strong personal credibility with the ability to build trusted relationships with senior managers and team members in order to influence direction/outcomes
- Strong verbal and communication skills, with poise and confidence to interact with and influence all levels of management
- Ability to support innovation across a complex matrix organisation, working with a number of stakeholders
- You are required to be fluent in English and German, both written and oral

### Skills that will help you in the role:

- Previous first professional experience working in HR in a similar role in client facing capacity
- Knowledge of German labour law, collective bargaining law and General equal treatment act (AGG)
- You will be a service, delivery and excellence oriented individual
- A motivated self-starting mindset with the ability to navigate through

### What Barclays is all about

People are at the heart of everything we do at Barclays — both our customers and our employees. Giving people the opportunity to realise their full potential is incredibly important to us. Each and every one of our employees helps shape and enrich our unique corporate culture. A creative and diverse team is precisely what makes our mission possible, which is to reinvent payments and finance and give people the freedom to live how they want. More than 1.5 million customers are already benefiting from our renowned credit cards, instalment loans and even our brand-new financing offer in partnership with Amazon. It's no surprise then that we're one of Germany's leading online banks with more than 700 colleagues in Hamburg.

### What you can expect at Barclays:

- A competitive base salary
- A flexible budget to use at your discretion (including an HVV Profiticket for public transport, payments to employee savings schemes and other solutions)
- Significant employer contributions into a company pension scheme
- Company sports and fitness activities at special rates
- Bonuses on special occasions
- Up to 8 free tickets per season for the Barclays Arena
- 30 days leave (for a 5-day week)
- 2 work days available for community involvement, charity work or social outreach

### Apply now

We're looking for colleagues who are bursting with new ideas and are also full of energy to put them into practice. If you're interested in joining our dynamic team and helping Barclays develop, we would love to meet you. Please send your application to [karriereaussichten@barclays.de](mailto:karriereaussichten@barclays.de), complete with all required documentation (CV, certificates & references). Please also indicate your expected salary, earliest possible start date and include the following reference number: 091/2021.