




**Company
Description**

We conceptualize, create, develop, promote and implement systems and software solutions to empower sheet metal manufacturers. We provide our partners with all our capabilities as a software engineering company. We combine agile design thinking methodologies to offer solutions adapted to every need. Our interdisciplinary teams work together to create innovative solutions that contribute to improving the business results of the companies we work with.

Information

 Deadline: 2025-04-30
 Category: Business
 Province: Bizkaia

 Country: Basque Country
 City: Bilbao

Company

KURAGO

**Main functions, requisites & benefits****Main functions**

We are seeking an experienced HR Specialist to manage and optimize our HR operations. This is an excellent opportunity for someone who enjoys working in a fast-paced environment and wants to contribute to the development of both the company and its people. To oversee the recruitment process, including posting job offers, reviewing resumes, conducting interviews, and following up with candidates. To supervise payroll calculations to ensure accuracy and compliance with regulations. To maintain updated employee records, including contracts, files, and certificates, ensuring compliance with labor laws. To develop, implement, and coordinate HR policies and procedures aligned with company goals. To manage employee schedules and vacation requests, ensuring smooth workforce planning. To resolve employee queries and issues promptly and professionally. To participate actively in identifying and implementing improvements to HR processes. To design and implement training programs and professional development plans tailored to the needs of the company and employees.

Requisites

University Graduate Degree in Business Administration, Law or related field. At least 3 years of experience in a similar HR role, ideally in a fast-paced or technology-driven environment. Excellent level of English language, spoken and written. Familiarity with HRIS systems, excel and data analytics.

Benefits

Temporary role for an initial period of 6 months, with the potential for extension or transition to a permanent position based on performance and company needs. The opportunity to create a real impact on the sheet metal industry businesses facing complex scenarios and solving critical problem-space. Multidisciplinary teams with a variety of skills, perspectives, and backgrounds working in small tribes using agile methodologies. Scale up your professional career. Individual learning & development programs, including language courses, Microsoft certifications, and participation in technical conferences. Salary and benefits aligned with the market and your experience. Hybrid work model. Flexible schedule and summer reduced working hours.