



RECRUITMENT

Internship in Human Resources (Hard HR) | Brussels, Belgium

Job description

Hinicio is currently looking for an HR Intern that will participate in the running of Hinicio's global HR practices with a focus on hard HR. The candidate will report to the Office Manager based in the headquarters in Brussels. More specifically the candidate will have as responsibilities:

Day-to-day tasks:

- Provide legal support regarding social legislation. Eg. legal requirements in different countries, nationally, within sectoral agreements.
- Ensure consistency in employment contracts.
- Develop, update and align corporate and regional HR policies.
- Overlook all legal requirements and monitor compliance.

Potential projects:

- Design and implement a compensation Analysis Tool.
- Perform a legal hard HR-audit and secure the process for the long term.
- Develop overview of extralegal advantages in BE, FR, NL.

What we offer

A 6-months internship in Brussels with the purpose to offer a long term contract afterwards if satisfactory. Open to international students.

The opportunity to produce an immediate impact on decarbonizing our planet, in an international, flexible, highly motivating working environment, where "intra-preneurship" is highly valued.

A dynamic team to guide and train you.

A flexible workplace; allowing you to balance the demands of your personal and professional lives. Hinicio strives to have fun while working hard, but understands life extends far beyond the office.

Desired skills & expertise

Master's student by preference in Human Resources Management, Law, Economics or in a related area.

Proficiency with MS office tools and good command of MS Excel required.

Proven knowledge of Belgian or French labour and social law.

Strong analytical skills and process improvement abilities.

A highly motivated person, comfortable working autonomously, pro-active problem solver, collaboratively, well organized, and willing to learn.

A perfect command of English, Dutch and French with strong writing skills.

Nice to have

Knowledge of both French and Belgian labour and social law.

A previous international experience is valuable.

Previous experience with cloud-based collaborative platforms (Teams, Sharepoint...), project management and CRM tools.



Applications for this vacancy are accepted on an ongoing basis

If you are interested in this position, please send your **CV and Cover letter** to recruitment@hinicio.com with the subject: **Intern - Hard HR - Brussels**

About Hinicio

HINICIO is a strategy consultancy firm specialized in energy transition and sustainable mobility. We are recognized as a leading player in the hydrogen field in Europe and Latin America.

For more than 14 years, HINICIO has been working across the entire value chain helping the industry overcome the challenges and unlock the emergence of hydrogen as an energy carrier.

Our client base includes industrial companies (energy & utilities, automotive manufacturers, tier-one suppliers...), innovative SMEs, investors, or regional, national, and international administrations.

In addition to hydrogen, HINICIO supports its clients on a broad range of energy transition and zero emission mobility technologies.

HINICIO is strongly internationally minded: our headquarters are in Brussels and we have offices in Paris, Bogota, Buenos Aires, Santiago and Beijing, and direct representatives in USA, the Netherlands and Mexico.

We have run missions for 14 years in Europe, Latin America, Caribbean, Asia, and North Africa. Our team include both a young team of bright individuals and very senior experts with strong industrial background. We are all very proud to be part of the energy transition and very motivated to take up all the challenges around it.

We favor diversity and gender equity among our teams, which are composed of engineers, economists, energy & environmental policy experts, and count more than 12 different nationalities.