

<b>Job Title:</b>	HR Business Partner
<b>Location:</b>	Almere – The Netherlands (EU)
<b>Employment Status:</b>	
<b>Reports To:</b>	This position will report to the HR Director (EU)
<b>Travel (%):</b>	< 10%
<b><u>Major Roles &amp; Responsibilities</u></b>	<p>We are currently looking for an HR Business Partner to support our HR team in Almere. The HR Business Partner contributes to the development and execution of the HR strategy, driving organizational development and representing the employees and organization in the relevant teams.</p> <p><b>Major Roles &amp; Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Provide Generalist HR Support to HR Director, and HR Business Partnership support to designated Functional Business Team Leaders and Employees: <ul style="list-style-type: none"> <li>- Drive development of assigned teams and individuals to achieve effective high performance</li> <li>- Consult and coach business leaders on employee issues and retention</li> <li>- Drive employee culture and engagement programs</li> <li>- Lead development and execution of assigned HR policies and processes</li> <li>- Take ownership of and facilitate training and development for assigned teams and employees</li> <li>- Ensure appropriate Compensation &amp; Benefit calculations are aligned with market conditions and applicable Compensation Programs</li> <li>- Advise and coach Management on application of local labor laws and compliance policies</li> <li>- Ensure proper documentation and processing of changes in employment, compensation, documented approval requirements, and HRIS data accuracy for assigned teams</li> <li>- Manage short and long term illness programs</li> <li>- Provide and analyze management reports on assigned HR topics/projects</li> </ul> </li> <li>• Manage the overall talent acquisition process for the site (recruiting through new hire orientation) in partnership with our Talent Management Teams</li> <li>• Ensure compliance with local policies/manage labor contracts where applicable</li> <li>• Assists in investigation of internal complaints and/or in the preparation of responses to charges filed with external agencies</li> <li>• As required, assists employees and managers with Talent Management activities such as drafting and submitting new and revised position descriptions, developing annual objectives, organizational talent reviews, succession planning, and employee development plans</li> </ul> <p><i>The statements above are intended to describe the general nature and level of work performed by employees assigned to this classification. Statements are not intended to be construed as an exhaustive list of all duties, responsibilities and skills required for this position.</i></p> <p><i>Kraton's internal talent acquisition team manages our recruiting efforts and from time to time works with pre-selected/pre-approved external staffing agencies. We do NOT accept unsolicited resumes or candidate referrals from recruiters and/or agencies who are not pre-selected/pre-approved.</i></p>
<b><u>Skills and Experience</u></b>	<ul style="list-style-type: none"> <li>• Bachelor's degree or higher in Human Resources or Business studies</li> <li>• Minimum 2-5 years' experience in a related HR Business Partner role</li> <li>• Developed understanding of business challenges</li> <li>• Thorough knowledge of Human Resources processes and operations</li> <li>• Knowledge of local employment laws and experience with employee representative organizations and processes</li> <li>• Strong communication and listening skills</li> <li>• Knowledge of Compensation &amp; Benefit systems/programs and HR Information Systems</li> </ul> <p><i>Competencies</i></p> <ul style="list-style-type: none"> <li>• Excellent communication skills (discretion, maturity, tact, empathy)</li> <li>• Interpersonal savvy (builds effective and constructive relationships)</li> <li>• Service-minded</li> <li>• Pro-activity / priority setting / time management skills</li> <li>• Integrity and trust</li> <li>• Intercultural savvy</li> </ul>
<b><u>How to Apply</u></b>	Submit your resume to <a href="mailto:jobs-eu@kraton.com">jobs-eu@kraton.com</a>