

part of eex group



For our Paris office, we are hiring a

## HR Generalist (f/m/d)

Permanent employment contract (CDI)

Powernext SAS incorporated in 2001, is a regulated market operating under AMF supervision. Powernext manages the natural gas activities of EEX Group under the PEGAS brand throughout Europe and beyond, and operates the auction system and the national registry for electricity guarantees of origin in France.

Powernext SAS is an equal opportunity employer and will take all qualified candidates into consideration.  
<http://www.powernext.com>

Powernext operates the Pan-European platform PEGAS, which offers spot and derivatives contracts within 10 European countries, 24/7 spot trading and more than 1,000 products, including geographical/time spreads and an LNG contract for the Asian market. Powernext also operates the French registry for electricity Guarantees of Origin, the registry for Energy Savings Certificates and the registry for Capacity Certificates for RTE.

Powernext is part of EEX Group, who provides market platforms for energy and other commodities across the globe. The offering of the group includes contracts for energy, environmental products, freight, metals and agriculturals, as well as subsequent clearing and registry services. EEX Group is based in 17 locations worldwide and is part of Deutsche Börse Group.

### YOUR MISSION

In order to support the envisaged integration of Powernext into the European Energy Exchange (EEX) under one single market place, we are looking for a highly motivated HR Generalist who enjoys taking responsibility for a varied scope of tasks, providing day to day HR support to our 50 Paris based employees (both staff and managers) upon direction from the HR Director.

You will be working closely with HR colleagues and managers not only in Paris but also in Leipzig, Germany. Your key responsibilities are as follows:

- **Recruitment:** taking ownership for effective staffing, working closely with the HR teams recruiting specialists
- **Learning & Development:** helping our staff grow by organizing trainings and development actions as part of our Learning & Development framework
- **Information management:** ensuring that HR database and personnel files are kept up to date, and thus supporting the HR controlling specialist in producing regular HR management information (e.g. workforce planning, training activities)
- **Payroll administration and liaison:** taking appropriate payroll action by preparing payroll for our Paris based employees, and checking of payroll reports for "sign off"
- **Policies & Procedures:** contributing to the development and maintenance of HR policies and procedures; supporting the HR Team in preparing meetings with staff representatives

## YOUR PROFILE

This role is a great opportunity if you want to develop your knowledge and experience to date and have a strong interest in progressing your career within HR by taking on more responsibility!

- You are familiar with payroll issues, HR information systems (preferably knowledge of SAP) and data administration
- You have a good understanding of French employment law
- French native speaker, enjoying to be part of a bigger team and communicate in English with your German colleagues
- You pay attention to details with an organized and methodical approach
- You have the ability to establish strong interpersonal connections at all levels of the organisation

## YOUR EDUCATION AND EXPERIENCE

Master degree with a specialisation in HR is required.

You have several years of HR experience as a “hands-on” generalist, ideally experienced operating in a matrix organisation.

## CONDITIONS OF EMPLOYMENT

- Permanent employment contract (CDI)
- Position based in the centre of Paris
- From January 2020
- Competitive salary, depending on the profile of the candidate
- Attractive fringe benefits

## CONTACT

Please send a curriculum vitae and a motivation letter to [job@powernext.com](mailto:job@powernext.com)