



# Staffing Specialist (f/m/d)

**Düsseldorf - Full-time - 743999707142668**

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The Staffing Specialist (STSP) supports the project teams by working out sustainable and efficient staffing solutions, in close collaboration with the HR Business Partners, the producers, and the technical leads.

## Responsibilities

- Monitoring of the studio`s staff allocation
  - Approving staff request tickets and administrating the staff request tool
  - Proposing sustainable staffing measures and owning the process information flow
  - Planning and hosting of regular update meetings with various stakeholders across production, technical disciplines and HR.
  - Collaborating in staffing related projects
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- Successful finalized studies (IHK or university) with a focus in HR management or comprehensive studies in company administration and organization
  - Hands-on HR staffing experience, knowing all relevant HR processes
  - Strong service provider mindset
  - Good communication and speaking skills
  - Willingness to learn many details about all production areas
  - A basic understanding of production processes. Ideally in the entertainment, technology, consumer goods or services industry
  - Good understanding of human capital management and staffing processes
  - Background in temporary staffing agency is welcome, yet not mandatory
  - Highly self-motivated and self-organized
  - Strong interest in working in a dynamic and creative environment

- Fluent English in speaking and writing
- Good knowledge of Excel and data visualization tools
- Knowledge in Jira is a plus

## Your Benefits

- Relocation Support: We offer financial support in form of a cash allowance and assistance with accommodation search and settle-in support via our relocation partner, for international candidates we offer visa assistance.
- 26 days paid vacation per year. Additionally, you will get half a day off on Christmas Eve and New Year's Eve and approximately 11 bank holidays in the NRW region.
- Flexible Working Hours: We have core working times between 10:00 AM – 04:00 PM and the distribution of the other hours is up to you.
- Company Pension Scheme. We offer an attractive scheme through salary sacrificing in which the employer also matches contributions
- Up to 350€ childcare support per child per month. In addition, we also offer 5 'care for ill children days' per child per year.
- Discounted Games. We regularly order Ubisoft Games for super cheap prices for our employees.
- Gym Subsidy. We contribute 50% (up to a maximum amount of 25€) towards the monthly cost of a gym membership of your choice.
- Lunch & Breakfast Service. Enjoy fresh discounted meals each day.
- Monthly Mobility Budget. 80€ per month that can be used on bicycle lease, parking spot rental or public transportation ticket.
- Our Ubisoft Blue Byte Academy offers multiple opportunities for you to discover your full potential and develop yourself in various areas.
- English and German classes for free. Main language in the studio is English.
- Free fresh Fruit, Coffee, Tea and Water. Enjoy fresh fruit and beverages in our office.

For further information please check [www.bluebyte.de](http://www.bluebyte.de) and [www.ubisoft.com](http://www.ubisoft.com).

**Ubisoft Blue Byte GmbH**

**Studio Düsseldorf**

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Geschäftsführer: Yves Guillemot

Sitz der Gesellschaft: Düsseldorf

Amtsgericht Düsseldorf HRB Nr. 51772