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Working Student (m/f/d) HR Transformation Change Support

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Olympus Europa SE & Co. KG | Working Students: max. 20 h per week for at least 6 months, starting May 2024

Type of Employment:	Working student	Reference Number:	80042230-13032024
Department:	HR	Website:	www.olympus-europa.com
Location:	Hamburg	Your Contact Person:	Anika Ahrenhold

Your Responsibilities

- As a Working Student you support the Change Management and Project Manager in day-to-day tasks.
- You support the meeting management (scheduling, execution, documentation).
- Preparing workshop material on various topics will be included in your tasks.
- You update the change, communication and training plan and relevant materials.
- You also support data collection (actual data as well as documents).
- You develop project plans, communication concepts and enabling measures.
- You prepare change impact, change readiness assessments, training need analysis as well as stakeholder analyses.

Your Qualifications

- You are an enrolled student (m/f/d).
- A background in Business Administration (major: open) is a plus.
- You have a structured working style, are open to change, communicative and familiar with the collection, aggregation and presentation of data and documents.
- Preferably you have experience in change management work (team member) and a rough idea of HR and the existing models.

Your Benefits

- 17 Euro per hour
- Proportionate vacation entitlement
- Interesting and diverse tasks in an international working environment
- Excellent mentoring structure with regular feedback
- Up to 60% remote work possible

We look forward to receiving your complete application including cover letter, CV and references! Please apply via our website by clicking on "Apply now". Applications via mail cannot be taken into consideration.

More reasons to join our team



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