

Description

Our student initiative is based at ETH Zürich (Hönggerberg) and inspires students across Switzerland in hands-on space engineering challenges through collaboration with academia and industry.

ARIS goes into the 3rd round: Following project HEIDI, ARIS participates at the Spaceport America Cup 2020 in New Mexico and develops its own Rocket Engine. ARIS conducts events around these activities and is constantly reaching out to sponsors, the public and the next generation. The realization of the ambitious projects requires motivated managers to ensure ongoing operations and activities on the long-run as well as on the daily basis.

As **Human Resources Manager** your main responsibility is to coordinate and conduct recruiting and onboarding activities and maximize the experience of current ARIS members. Tasks include

- Plan HR activities along the whole ARIS and project activities
- Define recruiting, interview, selection and onboarding procedures
- Take charge of the recruiting activities
- Track applications and organize interviews with the team leaders
- Onboard new members and offboard leaving members
- Be part of the ARIS management and shape the organization
- Organize HR workshops for team leaders and coaches
- Plan on the long run and meet deadlines
- Participate in Leadership Workshops

Expectations

From each our team members we expect:

- We expect you to spend 1-2 days a week on the project and be able to join team meetings and workshops in Zurich
- Be proactive and able to take responsibility
- Fail, get up and learn from it
- Ask for help when you need it and help whenever you can
- You don't have to be a specialist yet but you are willing to become one!

What do you get?

By participating in this unique challenge you will:

- Learn how to deal with critical decisions
- Work in a multi-disciplinary team
- Opportunity to take the Treasurer's Board position in Fall 2019
- Take initiative outside of the class room and gain hands-on experience
- Establish and grow your network in industry and academia
- Be part of a friendly community, grow as a unit and build life-long friendships
- Kick start your career!

Start Date: As soon as possible

Duration: At least until the spring semester of 2020

Working hours: 1-2 days/week

Any questions? Get in touch.

We look forward to hearing from you! Please submit a complete application, including CV. If you have any questions, please reach us on contact@aris-space.ch