

*Are you fascinated by space?*

*Do you wonder what is possible when academic and industry work together?*

*Would you like to join a team that makes real rocket launches happen?*

**If the answer is yes, yes and yes, we would love to hear from you!**

## **HUMAN RESOURCE MANAGER**

ARIS is a student initiative based at ETH Zürich (Dübendorf) and inspires students across Switzerland with opportunities to **put into practice that you have been studying** in theory by gaining **hands-on space engineering experience** and contribute to space engineering challenges through academic and industry collaborations.

As part of the business team, you will tackle the challenge of enhancing our competition systems, growing our team and building our network.

From the technical side, this year ARIS goes into the 6<sup>th</sup> round of challenges. Following project HELVETIA, ARIS will participate at the European Rocketry Challenge in Portugal with its own hybrid rocket engine. ARIS also conducts events to support these activities, and has ongoing engagement with sponsors, the public and professors.

From the business side, we have grown a lot over the last year. We have been expanding our ARIS business team, in areas of marketing, finance and HR, and started collaborations with new academic partners for that purpose. The goal of the business teams is to provide the best possible framework for all the engineering projects and constantly develop the processes to address an ongoing growth.

To achieve the ambitious projects and continue our exciting growth, we require a motivated **Human Resource Manager**.

As **Human Resource Manager** your main responsibility is to develop an HR strategy for ARIS, analogous to the strategic orientation of the organization.

- Development of an HR strategy
- Elaboration of a systematic and standardized procedure of appraisal interviews and feedback
- Recording and optimization of the interfaces from HR to other divisions including the engineering and business teams
- Development of a recruiting strategy including on- and off-boarding
- Update of the advertised vacancies online
- Maintain contact with alumni and passive members
- Support our engineering and business teams, and learn together

### **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 at Switzerland Innovation Park in Dübendorf, ZH
- Be proactive and able to take responsibility
- Fail, get up and learn from it
- Take responsibilities over your projects and tasks
- Work close with your marketing team but also with the engineering teams



### **What do you get?**

By participating in this unique challenge, you will:

- Get in contact with many sponsors from academia and industry
- Take initiative outside of the classroom 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
- Kickstart your career!

**Project start:** as soon as possible

**Duration:** Minimum 1 semester

**Working hours:** 6 - 8h/week or per project

Please be informed that your work will be entirely voluntary. As we are a student project, we do not offer any paid employment.

### **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 [hr@aris-space.ch](mailto:hr@aris-space.ch).