

**i4F Patents & Technologies** is an international innovation group that specializes in patents and technology for the floor industry and beyond. As an ambitious, fast-growing player, i4F offers an international environment where innovation, collaboration and diversity are key. In our headquarters in Turnhout we work with 20 passionate and dedicated people from all over the world. To strengthen our organization, we are looking for an:

## **International Payroll & HR Specialist**

### **Help to build a professional HR policy**

You are responsible for the accurate payroll of our employees in Belgium and the Netherlands (split payroll). You manage fringe benefits such as insurance, meal and eco vouchers and fleet management. You maintain close contact with external partners and you provide support on legal HR matters. In close collaboration with our legal department, you develop HR policies. As your role evolves you also take on soft HR responsibilities, such as recruitment, learning & development and offboarding. Furthermore, you act as the main HR point of contact for our entire organization.

### **Apply your HR expertise in an impactful role**

We are looking for a senior HR professional with a master's level thinking ability with at least 5 years of experience in payroll, ideally within an international context. In collaboration with the payroll provider, you ensure accurate HR salary processing. You have a strong sense of structure and manage your tasks whilst keeping an

overview. Furthermore, you bring a hands-on mindset and as a person of integrity you enjoy contributing to strategic discussions. Lastly, you have excellent command of English, as it is the working language within our organization.

## **A high-level role in an international environment**

- You join an entrepreneurial and innovative environment where international collaboration and technological progress are key.
- You have the opportunity to actively shape a forward-looking HR policy in an open and collegial atmosphere, where your expertise and initiative can make a difference.
- In return for your commitment, you can count on an excellent salary package, including a company car and additional fringe benefits.

## **Curious to learn more?**

Submit your application via [\*\*solliciteren@goelen.be\*\*](mailto:solliciteren@goelen.be) Attn. Anke Ramakers from Goelen & Gaukema HR Partners. You can count on a prompt and confidential response. For extra information, call +32 (0)14 61 57 87.