



HR Business Partner

Job description

As an HR Business Partner for Infineon Technologies, you enjoy building relationships with all levels of an organization in a global, matrix environment while being the sole HR contact at a very active manufacturing site. The connection you have with your business groups is ideal, as there is a true respect and partnership for the HR responsibilities. As HR Business Partner, you will be part of our Americas Region Human Resources Team providing strategic full-cycle HR support including high-level strategy, program rollout and problem-solving.

****This position will initially be required to report onsite regularly, preferably 5 days a week until fully trained. Hybrid work option will be discussed as appropriate.***

In your new role you will:

- Be actively engaged as a **strategic HR Business Partner** in the Americas and understand how to work in a **global, matrix environment**
- Roll-up your sleeves to execute a full range of HR duties from **high-level strategy, program rollout and problem-solving**
- Assist in the prioritization of projects and planning for improvements. **Recommend new ideas** and approaches to effect continuous improvements in efficiency of the department and services performed
- Assist employees with **general HR inquiries and concerns**, leveraging the HR Service Center and other HR functions as needed. Provide **HR policy guidance** and interpretation on escalated issues
- Manage the **resolution of employee issues**; provide **career counseling** and **management coaching**
- **Support hiring, recruitment and onboarding** new hires by partnering with hiring managers, talent acquisition team
- **Advise Managers** on options to engage and recognize employee efforts
- Partner with Compensation on annual **compensation planning, job grading, market benchmarking**

Profile

You have excellent verbal, written communication skills and presentation skills with proven ability to interact and partner with people at all levels of a large, global matrix organization. You are highly team oriented that is flexible, able and willing to learn and work through ambiguity.

You are best equipped for this task if you have:

At a glance

Location: **Leominster, MA (United States)**
Job ID: **347617**
Start date: **as soon as possible**
Entry level: **3-5 years**
Type: **Full time**
Contract: **Permanent**

Apply to this position online by following the URL and entering the Job ID in our job search:

Job ID: **347617**
www.infineon.com/jobs



- **Bachelor's degree with 5+ years of HR Business Partner and/or HR Generalist experience**
PHR/SPHR/GPHR certification preferred
- Previous support towards a **manufacturing environment** is required
- Strong business and HR acumen, including ability to diagnose and analyze problems and drive appropriate solutions
- Proven track record of connecting with your respective business groups, understanding and identifying areas of strength and areas that need improvement.
- Prior experience handling **employee relations matters**
- Knowledge of **State and Federal laws** with regard to leaves of absence, overtime, and safety
- Must be detail oriented and demonstrate the ability to prioritize and multi-task effectively with minimal supervision and shift priorities as needed in a dynamic work environment
- Flexibility, team orientation, ability and willingness to learn and work through ambiguity
- **Project management skills** from concept to planning, to implementation and evaluation
- Working proficiency with **HRIS systems** (including **SAP, SuccessFactors**) and MS Office Suite (Word, Excel, PowerPoint)

Benefits

- **Leominster, MA:** Möglichkeit für Coaching, Mentoring & Netzwerken; Trainingsangebot & strukturierte Entwicklungsplanung; Möglichkeit zur internationalen Entsendung; Verschiedene Karrierepfade: Project Management, Technical Ladder, Management & Individual Contributor; Flexible Arbeitszeit: Vertrauensgleitzeit; Gesundheitsleistungen; Gesundheits- & Vorsorgeprogramme; Arbeitgeberfinanzierte betriebliche Altersvorsorge; Erfolgsbonus; Barrierefreiheit

Why Us

Part of your life. Part of tomorrow.

We make life easier, safer and greener – with technology that achieves more, consumes less and is accessible to everyone. Microelectronics from Infineon is the key to a better future. Efficient use of energy, environmentally-friendly mobility and security in a connected world – we solve some of the most critical challenges that our society faces while taking a conscientious approach to the use of natural resources.

Infineon Technologies Americas Corp. is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex (including pregnancy, childbirth, or related medical conditions), gender identity, national origin, ancestry, citizenship, age, physical or mental disability, legally protected medical condition, family care status, military or veteran status, marital status, domestic partner status, sexual orientation, or any other basis protected by local, state, or federal laws. Applicants with questions about access or requiring a reasonable accommodation for any part of the application or hiring process should contact the Talent Network by phone at (408) 503-2194.

Employment at Infineon is contingent upon proof of your legal right to work in the United States under applicable law, verification of satisfactory references and successful completion of a background check and drug test, and signing all your onboarding documents .

In some instances, if applicable, U.S. export control laws require that Infineon obtain a U.S. government export license prior to releasing technologies to certain persons. This offer is contingent upon Infineon's ability to satisfy these export control laws as related to your employment and anticipated job activities. The decision whether or not to



submit and/or pursue an export license to satisfy this contingency, if applicable, shall be at Infineon's sole discretion.

IMPORTANT NOTICE :

Infineon is requiring all new U.S. employees and contractors to be fully vaccinated against COVID-19. Full vaccination is defined as two weeks after both doses of a two-dose vaccine or two weeks since a single-dose vaccine has been administered. Anyone unable to be vaccinated, either because of a sincerely held religious belief or a medical condition or disability that prevents them from being vaccinated, can request a reasonable accommodation.

Infineon Technologies takes data privacy and identity theft very seriously. As such, we do not request personally-identifiable information (PII) from applicants over the internet or electronically. Please kindly refrain from disclosing your PII electronically during the application process or to unauthorized websites that may purport to be Infineon or any of our affiliates.

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