

Join Us!

HR Operations Lead - Poland

Location:

Dobra, Poland



We're looking for a hands-on, data-driven HR professional to join our team in Poland. As our **HR Operations Lead**, you'll play a pivotal role in driving people, processes, and performance at our largest manufacturing site in EMEA. **This is a fantastic opportunity for someone who combines a passion for people with a strong analytical mindset - someone who thrives on turning data into insight, and insight into action.**

Poland is home to our biggest team in the EMEA region, with around 300 employees, including almost 200 production staff. You'll be responsible for ensuring our HR processes run smoothly, efficiently, and in full alignment with Group HR standards. You'll also act as a key partner to the local leadership team, providing HR insights, workforce analytics, and process improvements that help drive business results.

You'll work closely with the Group and EMEA HR Manager, the local HR & Administration team, and other business functions such as Finance and Operations to deliver excellence in all aspects of people management.

What you'll do:

- » Lead and manage the local HR & Administration team, ensuring high performance, engagement, and effective day-to-day operations.
- » Partner with local leaders to support HR operations and people matters across the site.
- » Lead HR reporting and analytics activities, turning workforce data into actionable insights for management.
- » Analyse trends and metrics to support strategic workforce planning and informed decision-making.
- » Review and improve HR processes, ensuring efficiency, compliance, and clarity.



A discoverIE Company

- » Support payroll, headcount planning, and HR budgeting in collaboration with Finance.
- » Provide guidance on HR policies, procedures, and best practices to managers and employees.
- » Contribute to local engagement and development initiatives, supporting a positive employee experience.

What we're looking for:

- » Strong HR background with focus on **HR analytics, controlling, and process optimization**.
- » Experience in a manufacturing or industrial environment is a plus.
- » Good Excel and data analysis skills; experience with HRIS or reporting tools is an advantage.
- » A process-oriented mindset with an eye for detail and continuous improvement.
- » Strong communication skills and the ability to build trust with both production and management teams.
- » Fluent in Polish and communicative in English.

What we offer:

- » A key HR role in our largest EMEA site – close to the business and its people.
- » The chance to shape and improve HR processes, tools, and reporting.
- » Collaboration with colleagues across an international scope..
- » A dynamic and friendly environment where you can grow your career in HR.

If you love working with people and numbers, enjoy structure, and want to make an impact in a growing, international organization - we'd love to hear from you.

About Noratel Group:

Noratel was established in 1925 and is servicing the industry worldwide, evolving to meet the ever-changing demands of our customers. Today we are a leading global provider, proud to offer the most comprehensive range of transformers, reactors, and power supplies. Besides a comprehensive standard range product portfolio, the majority of Noratel production is dedicated to custom design and manufacturing to meet the requirements of OEM customers. Noratel employs 2 000+ people across 13 countries in Europe, Asia, and North America. Corporate headquarters are based in Lier, Norway.

Employment Type

- » Full-time

Start date:

- » To be agreed.

For more details about the position, please contact:

Monika Stemler, EMEA HR Manager, monika.stemler@noratel.com