SAP IS HIRING A INTERNSHIP: HUMAN RESOURCES/RECRUITING PROJECTS & OPERATIONS
JOB FOR INTERNSHIP 6 MONTHS.

Date: 14/05/2018

Function: Human Resources - Staff - Training (Recruitment)
Type of contract: Internship
Localisation: Potsdam 14467, DE
Contract duration: 6 months
Level of studies: None
Years of experience: 
Company description:
SAP is the world leader in enterprise applications in terms of software and software-related service revenue. Based on market capitalization, we are the world’s third largest independent software manufacturer. Browse company facts and information below.

Job description:
Requisition ID: 183432
Work Area: Human Resources
Location: Potsdam
Expected Travel: 0 - 10%
Career Status: Student
Employment Type: Limited Full Time

COMPANY DESCRIPTION
SAP started in 1972 as a team of five colleagues with a desire to do something new. Together, they changed enterprise software and reinvented how business was done. Today, as a market leader in enterprise application software, we remain true to our roots. That’s why we engineer solutions to fuel innovation, foster equality and spread opportunity for our employees and customers across borders and cultures.
SAP values the entrepreneurial spirit, fostering creativity and building lasting relationships with our employees. We know that a diverse and inclusive workforce keeps us competitive and provides opportunities for all. We believe that together we can transform industries, grow economics, lift up societies and sustain our environment. Because it’s the best-run businesses that make the world run better and improve people’s lives.

PURPOSE AND OBJECTIVES
The SAP Innovation Center in Potsdam is a young and dedicated group within SAP. We focus on creating new and innovative software prototypes which pave the way for revolutionary IT solutions, our mission is the development of potentially breakthrough software solutions which optimize existing SAP products. We work in small teams which draw on the diverse professional and cultural backgrounds of the members.
We are a growing team and are looking for a student in the area of HR, especially recruiting and operations. As part of the talent acquisition team, you have the opportunity to support us in sourcing, attracting, interviewing and on-boarding new employees at the SAP Innovation Center.
A full-time internship for 6 months is preferred. Location for this position is Potsdam. There is a shuttle for SAP employees running from Berlin Westkreuz to the SAP Innovation Center in Potsdam and back every day.

EXPECTATIONS AND TASKS
As an Intern for HR projects & operations, your tasks include:

Recruiting:
Supporting and assisting in the general application process e.g. communication with candidates and organization of interview days
Developing strategic concepts to reach out to recruitment target group (especially students & young talents)
Maintaining the SAP career website and job postings on several online job boards

Onboarding:
Managing and optimization of the entire new hire onboarding process
Organizing and conducting onboarding sessions Supporting the buddy system for new colleagues

**Employer Branding:**

Organizing and assisting during events and workshops, e.g. agenda, guest support, marketing material, promotion, and logistics

**And:**

Supporting day to day operational tasks and daily office work

**EDUCATION AND QUALIFICATIONS / SKILLS AND COMPETENCIES**

Student at a university with preferred field of study: Business Administration, Human Resources Management, Communications, or related fields

Strong interest in Human Resources and / or Recruiting in an innovative technology company

Hands-on mentality and a reliable team player

Good presentation, communication, and networking skills

Creativity and passion for new ideas

Fluency in English and German (verbal and written)

First professional experiences (e.g. student job, internship) are beneficial

Your set of application documents should contain a cover letter, a resume in table form, school leaving certificates, current university transcript of records, copies of any academic degrees already earned, and if available, references from former employers (including internships). Please describe as well your experience and skills in foreign languages and computer programs/programming languages.

#Internship #Praktikum #Germany #Deutschland #Student #InnovationCenter #Potsdam #Berlin

**WHAT YOU GET FROM US**

Success is what you make it. At SAP, we help you make it your own.

A career at SAP can open many doors for you. If you’re searching for a company that’s dedicated to your ideas and individual growth, recognizes you for your unique contributions, fills you with a strong sense of purpose, and provides a fun, flexible and inclusive work environment – apply now.

**SAP’S DIVERSITY COMMITMENT**

To harness the power of innovation, SAP invests in the development of its diverse employees. We aspire to leverage the qualities and appreciate the unique competencies that each person brings to the company.

SAP is committed to the principles of Equal Employment Opportunity and to providing reasonable accommodations to applicants with physical and/or mental disabilities. If you are in need of accommodation or special assistance to navigate our website or to complete your application, please send an e-mail with your request to Recruiting Operations Team (Americas: Careers@sap.com).

Successful candidates might be required to undergo a background verification with an external vendor.

**Additional Locations:**

**Required profile :**

* Student at a university with preferred field of study: Business Administration, Human Resources Management, Communications, or related fields
* Strong interest in Human Resources and / or Recruiting in an innovative technology company
* Hands-on mentality and a reliable team player
* Good presentation, communication, and networking skills
* Creativity and passion for new ideas
* Fluency in English and German (verbal and written)
* First professional experiences (e.g. student job, internship) are beneficial

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To apply: https://apply.multiposting.fr/jobs/12102/25342413