Biogen
At Biogen, our mission is clear: we are pioneers in neuroscience. Biogen discovers, develops, and delivers worldwide innovative therapies for people living with serious neurological and neurodegenerative diseases. For more information please visit our official website: www.biogen.de.

We are currently hiring a working student with possible start of March 2020 for our HR Department.

- Delivered hours: 15-20 hours per week
- Candidate will need active student status till min. 2021 (est. time of graduation in min. 1,5 years)

Summary
- Support the team to plan, organize and conduct training to our Germany staff, in close cooperation with Line Managers and the Manager Training
- Support the development of training materials and creation of final training documents
- Support the Learning Management System in close cooperation with the Manager Training and the international Global Learning and Development Department
- Support to organize the NEO onboarding training in Germany on a quarterly base
- Provide trainings based on personal preference and capability

Qualifications
- First training experience
- Solid knowledge of Microsoft Office products
- Fluent German and very good English language skills
- Working with training applications like PowerPoint, Prezi, picture editors
- Presentation skills
- Digital design on iPad/PC would be beneficial

How to apply
Please apply online by handing in your updated CV (English or German) via our global career site: https://smrtr.io/3PHZH

In case of further questions, please reach out directly to Julian Kunz: julian.kunz@biogen.com