

**About Questers:** Questers is a leading tech hub that empowers IT professionals to advance their career through strategic collaborations with prominent companies from the UK, Europe and the US. We build dedicated teams in Bulgaria for leading tech businesses in various industries. Our present client base includes the group behind some of the most powerful media brands in the English-speaking world, leading FinTech companies, multi-billion-dollar US hedge fund, social media platforms and a variety of scale-ups rapidly expanding their software services and products.

Questers currently hosts dozens of remarkable tech teams and employs more than 300 bright specialists. In 2014, 2017 and 2020 we were recognized as a top IT employer. These awards are a result of our belief that high productivity can only be achieved by motivating, developing and empowering talented people.

Due to the rapid growth, Questers is currently looking to hire a **People Partner**.

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## PEOPLE PARTNER

### The role:

- In this role, you will be part of the People and Culture team consisting of experienced People Partners and People Operations Specialists. Your main focus will be the development and implementation of a People and Culture strategy according to the business goals of the company and its clients. Your job will be diverse and allow for innovation.
- You will manage the employment life cycle following our company standards, clients' requirements, and the local regulations. You will be the designated point of contact for employees, team managers and other company clients, ensuring seamless operations through the delivery of high-quality services.

### Your contribution to something big:

- Day-to-day client communication with line managers, business leaders and other stakeholders related to salaries, promotions, various HR cases, annual reviews, training needs, some aspects of the service agreement terms, etc. ensuring an exceptional level of service and smooth operations
- Handle the process of performance reviews of the employees in the company including the preparation of salary update proposals
- Works with employees and managers on employee relations issues
- Consult employees, team leaders and client managers on questions related to employee relations, company procedures and policies, internal tools, labour law and other advice and information when required
- Conducting regular one-to-ones with individuals on the teams and act upon their feedback to address motivation, increase retention and create positive workplace culture
- Plan and facilitate internal social and well-being events in line with the P&C strategy and calendar of events
- Work towards the improvement of the internal communication channels and the employee benefits
- Develop and implement internal rules and procedures in line with national legislation and according to the established P&C strategy
- Keep up to date with changes in employment law, equal opportunities, and other associated legislation and apply to HR advice, practice, and policy

# Our ideal teammate has/is:

- Experienced professional in the HR field (4+ years)
- Experience with client and employee management
- Ability to influence others, establish and maintain collaborative partnerships, build trust and sustain good relationships
- Very good to Proficiency level in Office/MS 365 products (Excel, Outlook, Word, PowerPoint, and Teams)
- Excellent communication, presentation, analytical and problem-solving skills
- Excellent English language skills both written and spoken
- Local legislation knowledge
- Knowledge in the IT field is considered a big advantage



## Questers Perks



**25 Days Paid Leave**



**Supplemental Health &  
Dental Care**



**Competitive  
Remuneration Package**



**Exceptional Social  
Package & Special  
Discounts**



**Team Bonding Events**



**Excellent Office  
Location & Facilities**



**Relaxing & Gaming  
Areas**



**Free Bike Parking &  
Showers**