

	Description
Function	Human Resources Business Partner (HRBP)
Location / Contact	AC Immune SA, EPFL Innovation Park, Building B, 1015 Lausanne careers@acimmune.com
Working time	Full-time, 100%
Reports to	Chief Human Resources Officer (CHRO)
AC Immune overview	We are a clinical stage Swiss-headquartered biotechnology company focused on the development of innovative therapeutics and diagnostics for Alzheimer's and other neurodegenerative diseases. We employ more than 150 diverse colleagues, and are publicly listed on the NASDAQ.
Job description	The HRBP is a key member of AC Immune's HR Team. She/he works with all AC Immune colleagues and managers as a partner responsible for several aspects of the employment experience. The HRBP collaborates closely with the HR team to manage HR activities related to resourcing, onboarding, performance, development and the employee life cycle.
Key responsibilities	<ul style="list-style-type: none"> • Partners with people managers, staff, HR colleagues and leadership to manage delivery of resourcing and talent development needs • Responsible for the senior leadership resourcing (up to VP roles) • Manage and enhance the success of our performance management cycle • Develop and enhance our succession planning approach • Lead actionable initiatives to assess and improve employee engagement • Lead absence management including the statistics related to sickness, vacation etc. working in close collaboration with the HR team • Coordinate the annual HR team's budget planning activities • Always represent HR leadership at all levels throughout the company
Qualifications & Skills	<ul style="list-style-type: none"> • HR qualification (degree, or equivalent) • Coaching, conflict management skills • Proficient with a range of digital tools, Office applications, and HR workflow and technology • Full professional English proficiency (French proficiency is an advantage) • International HR experience <p>Personal characteristics should include:</p> <ul style="list-style-type: none"> • Excellent capacity to present clear oral and written updates • Well organized and responsive • Excellent team collaboration skills combined with capacity to act autonomously • Ability to balance multiple and challenging priorities, and stakeholders