

Job title: HR Lead

100% Remote Worldwide
Full-time

To apply for this position please send your CV to recruitment@nunet.io with the job title as the subject line.

The Company

NuNet, a spin-off of SingularityNet, is a multi-sided platform for shared and globally distributed computing. NuNet platform is the open source software, designed to be an extremely flexible network, encompassing mobile consumer devices, edge computing and IoT devices alongside PCs, servers and data centres, allowing seamless interoperability among its components and intelligent automation of workflow design. NuNet leverages Web3 technologies, server-less container execution, service mesh orchestration, crypto-economy and more, toward creation of the decentralised “world computer”.

At its heart, NuNet is a software company engaged in deep-tech research and development aimed at building and bringing to the world new and amazing technological solutions. NuNet platform uses blockchain technologies and crypt-economic mechanisms for powering value exchange in a machine-to-machine marketplace of decentralized compute resources and algorithms.

For more information about NuNet see:

- Webpage at <https://nunet.io>;
- Whitepaper at https://nunet-io.github.io/public/NuNet_Whitepaper_2.0.pdf
- Current roadmap at <https://nunet.io/roadmap/>;
- Social media: <https://medium.com/nunet>, https://t.me/NuNet_Community, https://twitter.com/nunet_global

As a multi-sided platform and a meta-marketplace, NuNet exposes itself to a diverse and ever expanding array of stakeholders, including token holder community, community developers, compute providers, AI researchers and developers, application developers, data owners and providers, technology providers, small and large businesses and more. At its current phase, NuNet emphasises marketing strategy and relations with respect to token holder community and structuring a crucially important for the future Community Developer Program.

Job Description

We are looking to hire a Human Resources Lead for leading NuNet’s HR functions in the implementation of our HR strategy and shaping its functions, also to support the company to scale up.

The role of the HR Lead will enhance the organisation’s human resources by planning, implementing, evaluating contractors relations and human resources policies, programs, and practices, contracts and employee handbooks. The Human Resources Lead will be responsible for devising job descriptions and by updating job requirements for all positions. Recruitment is one of the main responsibilities for this role.

The main objective is to ensure there is a skilled and competent workforce in place so as to ensure the smooth implementations and running of the organisation, keeping the aims, aspirations and targets of the company to the forefront. Must ensure that the company contracts the right team in terms of experience and skill sets while at the same time providing growth opportunities to employees seeking to develop a career path.

The HR Lead will act as the intermediary between the management team and the employees.

NuNet is a startup with an exciting journey ahead. Your contributions will have a great impact on

the future of the company and you would get the opportunity to grow it and grow alongside it.

Responsibilities

- Responsible for 360 Recruitment process, to include devising job descriptions with the Line Manager and deciding on where to advertise the role and how to headhunt skilled candidates.
- Onboarding contractors, make sure that they understand the job they will be doing and train them in the company's structure, processes and policies.
- Help the CEO to identify training and development (providing a career path) also known as an Employee Personal Development Plan (PDP) for those aspiring for progression.
- Contracts rate and informal benefits (exploring the market to benchmark any package)
- Prepare budgets and targets for the HR operation
- Performance management, to be implemented and conducted with employees
- Promoting Employer branding to foster a positive attitude toward Company goals.
- Keep records of legal documents, negotiations etc, and minutes of participation in such hiring plans, promotions, transfers, terminations, and employee statistics for government reporting.
- Coordinates management training in interviewing, hiring, terminations, promotions, performance review, safety, and hr policies etc.
- Setting and adhering to company values and mission.
- Work on Employee engagement programs, having an open-door policy where staff feel free to come in for a chat and where they can feel free to discuss any issues they might have.
- Advising management team on HR issues and changes to contracting or employment law.
- Be responsible to identify, understand and deal with Contractor Relations and Employer Relations.
- Set out company hiring goals and objectives
- Plan and/or host workforce performance reviews and appraisals
- Advise and guide Team Leads and Managers on staff HR and performance issues
- Keep up to date with Employment Law regulations and any changes
- Ensure compliance with rules and regulations
- Manage the company disciplinary procedures
- Design and implement company policies and procedures
- Develop and keep the contractor Company Handbook
- Create and update HR Metrics and Reports

Requirements

- Degree in Business, Psychology, Human Resources or related field
- Minimum 5 years' post graduate experience in similar role
- Ability to build and manage relationships at all levels of the business
- Experience with Human Resources metrics
- In-depth knowledge of employment law
- Knowledge of HR systems
- Excellent communications and leadership skills
- Strong influencing and negotiating skills
- People oriented and results driven
- Ability and experience working with a decentralised multicultural team.
- Excellent office package or google drive package skills
- Sense of ownership and pride in your performance and its impact on company's success
- Team player

Benefits

- Remote work – ability to work from anywhere
- Flexible schedule – with a lot of freedom and responsibility in organizing your work hours and location;
- Opportunities to advance your career in many potential directions
- Reimbursement for work related expenditures
- Salary and benefits in line with your experience and location that you are based

The company reserves the right to update this job description any time.