

AOP Health is the European pioneer for integrated therapies for rare diseases and in critical care. To enhance our team in Vienna we are looking for a:

Team Lead Recruiting (f/m/d)

1190 Vienna | Full-time employee | Start: as of now |














As Team Lead Recruiting, you will oversee and guide the recruitment efforts to attract and hire top talent across various functions. You will manage a team of recruiters, partner with the HRBPs and department leaders, and drive the overall recruitment strategy to support AOP Health's growth and innovation.

What Your Day To Day Will Look Like

- Lead, mentor, and develop a team of recruiters, ensuring consistent performance and growth.
- Set team goals, monitor performance metrics, and provide regular feedback.
- Foster a collaborative and inclusive team environment that encourages professional development and high performance.
- Develop and execute recruitment strategies aligned with AOP Health's business goals and long-term growth.
- Build talent pipelines for current and future hiring needs, focusing on key roles within R&D, Technical Operations, Commercial and Administration and other critical functions.
- Implement and maintain best practices in recruiting processes, from job posting to candidate selection
- Partner with hiring managers and HRBPs to understand staffing needs and provide guidance on job descriptions, candidate profiles, and sourcing strategies.
- Work closely with HRBPs and leadership to ensure alignment with AOP Health's values and development goals
- Ensure a positive candidate experience throughout the hiring process, from initial contact to onboarding.

Main Benefits

-  Bonus
-  Homeoffice
-  Employee mobile phone
-  Flexible working hours
-  Laptop
-  Initial and continuing education
-  Canteen
-  Employee events
-  Company doctor
-  Parking spot
-  Healthmeasures

- Maintain communication with candidates, ensuring transparency and professionalism.
- Promote AOP Heath's employer brand through targeted recruitment campaigns, social media, job boards, and networking events.
- Represent AOP Health at recruiting events, career fairs, and industry conferences.
- Track recruitment metrics and analyze data to assess the effectiveness of recruiting strategies.
- Provide regular reports to senior management on recruiting activities, trends, and areas for improvement.

Your Qualifications and Experience

- Bachelor's degree in Human Resources, Business Administration, Psychology or a related field (Master's degree is a plus)
- Minimum of 5-7 years of recruitment experience, preferably in the pharmaceutical, biotech or life sciences industry, with at least 2-3 years of experience in a leadership or supervisory role
- Strong leadership and team management skills
- In-depth knowledge of recruitment processes, strategies, and best practices
- Excellent communication and interpersonal skills, with the ability to build relationships at all levels
- Experience using Applicant Tracking Systems (ATS) and other recruitment technologies
- Strong analytical skills with a data-driven mindset
- Familiarity with pharmaceutical industry-specific roles, regulatory requirements, industry trends and talent acquisition challenges
- Commitment to diversity, equity, and inclusion in the hiring process
- Experience in global recruitment and managing multi-site recruiting efforts preferred
- Excellent verbal and written communication skills in English & German
- Comprehensive knowledge of Office 365

Our Offer

- Open corporate culture with the opportunity to bring in your own ideas
- Great opportunities for personal and professional development
- Attractive work environment with excellent career opportunities and flat hierarchies
- Competitive salary package plus bonus and various benefits
- Gross monthly salary provided for this function is a minimum of EUR 5.000.- based on full-time employment. Any potential overpayment depends on professional experience and qualifications.

If you would like to work as a team player in an international environment and can identify with our values "Agile, Ambitious, Aligned, Accountable and Appreciative", then: Take this CHANCE and

Your Contact



Kathrin Breuer, BA, MA
Senior Associate Talent Acquisition

Further information on our website:

aop-health.com