



**Company:** Prometheus Deutschland GmbH (Member of the Puerto Fantasia Group)

**Job Opportunity:** Human Resources Manager

**Location:** Germany

**Department:** Human Resources & Administration

**Reports to:** Director of Finance & Controlling

**Type:** Full-time | Management Level

**Start Date:** As soon as possible

## About Us

Prometheus Deutschland GmbH is the European headquarters of the Puerto Fantasia Group – a global leader in sustainable resort development and immersive tourism experiences. Based in Collenberg, Germany, we coordinate strategic functions for the group across Europe and Asia, including finance, ESG, innovation, and human capital development.

## Your Role

As Human Resources Manager, you will be responsible for building and managing our HR structures, processes, and culture at the European level. You will oversee recruitment, onboarding, performance management, and employee development, ensuring compliance with German labor law and alignment with the values of the Puerto Fantasia Group. This is a key position with direct impact on our team growth and organizational maturity.

## Key Responsibilities

- Manage full-cycle recruitment and talent acquisition across departments.
- Develop and implement HR policies, employee handbooks, and onboarding procedures.
- Coordinate performance reviews, training programs, and leadership development.
- Serve as point of contact for all HR-related inquiries from management and staff.
- Ensure compliance with German employment law, tax, and social security regulations.





- Support organizational development initiatives and promote a positive work culture.
- Manage employee records, contracts, and internal reporting systems.
- Coordinate with international HR counterparts within the Puerto Fantasía Group.

### **Requirements**

- 5+ years of experience in Human Resources, preferably in international or growth environments.
- Excellent knowledge of German labor law and HR compliance.
- Strong interpersonal skills, empathy, and discretion.
- Structured and proactive approach to implementing HR systems and culture.
- Fluency in German and English (written and spoken); additional languages are a plus.
- Degree in Human Resources, Business Administration, or related field.
- Familiarity with digital HR tools and payroll systems is an advantage.

### **What We Offer**

- A central role in building one of Europe's most dynamic and visionary hospitality organizations.
- High level of responsibility and direct access to executive leadership.
- Collaborative and international working culture.
- Office in Collenberg, with hybrid working options available.
- Competitive salary and opportunity for long-term growth.

### **How to Apply:**

Online Application Process: You can also submit your application via the official application form on our website. [Apply here](#)

Please send your resume and a short motivation letter (in English) to: [careers@puertofantasiagroup.com](mailto:careers@puertofantasiagroup.com)

Subject: Application – Director of Resort Operations & Leisure Management

