



Our Vision

At Racing Unleashed, we are driving the revolution of motorsport into the digital era, where real and virtual racing merge into one thrilling global experience. Through cutting-edge simulators, high-end Esports competitions, and immersive Racing Lounges, we connect motorsport fans, sim racers, and professionals in an environment that celebrates speed, skill, and innovation.

Join us in shaping the future of competitive racing and making Esports accessible to everyone.

HR Manager - Maternity Leave cover 60 - 80%

Role opportunity

Due to maternity leave, we are looking for a temporary replacement from July 2026 until around the end of February 2027, with the option of a subsequent permanent position.

You will play a central role in supporting our people and culture during a key phase of international growth. In this hands-on position, you will manage the entire employee lifecycle – from onboarding to exit – and act as a trusted partner to our teams in Switzerland and across Europe. This role is ideal for a proactive, precise, and people-oriented HR professional who thrives in a fast-paced environment and is eager to take ownership, introduce innovative ideas, and grow with the company. You will report directly to our CFO and closely support the leadership team on HR-related topics.

Key Responsibilities

- Handle the full employee lifecycle: onboarding, offboarding, and all related administrative tasks
- Prepare HR documents such as employment contracts, amendments, confirmations, reference letters, and certificates
- Register and deregister employees with social insurance providers at start and end of employment
- Manage and process accident and sickness notifications, as well as EO (income compensation) related forms

- Create and update personnel records and maintain accurate digital HR files
- Serve as the first point of contact for employees on HR-related topics
Support and coordinate the employee appraisal process
- Optionally manage monthly payroll internally or coordinate with an external fiduciary partner
- Prepare HR presentations and reports for the executive team
- Assist the CFO with HR-relevant matters such as company events, leadership-related initiatives, and compliance topics

Requirements

- Completed education in HR (HR-Fachausweis or equivalent), ideally with 3+ years of practical experience
- Solid knowledge of Swiss labour law and social insurance
- Familiarity with payroll processes, either in-house or in collaboration with fiduciary partners
- Experience with Abacus HR modules (e.g. vacation, time tracking, personnel administration)
- High attention to detail, strong organisational skills, and a hands-on attitude
- Clear communicator with a service-oriented mindset
- Able to work independently and take responsibility in a dynamic setting
- Fluent in German and English; other languages are a plus

What we offer

- Be part of a fast-growing international tech company in the world of sim racing.
- Gain exposure to cross-border HR topics with teams in Switzerland, Germany, Italy, and Spain.
- Shape HR processes and take the lead on people-focused initiatives.
- Collaborate closely with a driven leadership team and contribute to strategic projects

Contact

If you have any questions, please feel free to contact our HR at +41 58 400 71 27 or write an e-mail to HR@racing-unleashed.com.

Applications can only be considered if they are received via our online process, please only send questions to the above email address.

Apply now



