

Orac Decor – (Senior) Specialist Payroll, Compensation & Benefits



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Full- time position based in Ostend (Belgium)

Are you ready to take ownership of payroll and compensation processes and become the go-to expert for everything from salaries to bonus schemes? If so, we're looking for you to join our team as a (Senior) Specialist Payroll, Compensation & Benefits! In this hands-on role, you start either as the expert or growth with us into one. Oh... Hang on. We haven't told you who we are yet. Let's start with that!

At Orac, we believe every wall is a blank canvas. Where others see a flat surface, we see a world of possibilities. Welcome in the world of Orac. The world of architectural elements, made for walls.

We are a family-owned Belgian company that has been a leader in architectural elements for walls for over 50 years. From our headquarters in Ostend, our innovative products are available across Europe, from Paris to Köln, London, Barcelona, Slovakia, Lecco, and beyond.

Our commitment to sustainability is at the heart of everything we do. We strive to make a positive impact not only today but also for future generations. Sustainability is a core value that guides our choices—choosing the good one for our planet, people, and community.

We believe in a world in which digital technologies and data enhance the customer experience. A solid digital backbone combined with strong local teams is a powerful mix for our growth.

And we need you for this...

As a **(Senior) Specialist Payroll, Compensation & Benefits**, you'll join an HR team with a startup mindset—where your ideas matter, and your growth is part of the journey. Whether you're already an expert or eager to become one, we're looking for someone with passion, precision, and the drive to take ownership. In this role, you'll ensure accurate and compliant payroll for employees in Belgium and abroad, support the step-by-step rollout of our Compensation & Benefits strategy, and manage key processes like employee benefits, bonus calculations, and payroll-related onboarding/offboarding. You'll also prepare workforce reports that support smart HR decisions. We'll back you with learning and development opportunities—what we ask from you is energy, curiosity, and a commitment to quality. Ready to make a real impact? Let's grow together.

What you'll do

- Run accurate, on-time payroll for Belgium and international teams, ensuring full compliance.
- Be the first point of contact for all payroll questions from employees and HRBPs.
- Handle payroll-related onboarding and offboarding tasks across all locations.

- Manage employee benefits like company cars and related services.
- Manage our Compensation & Benefits strategy and help keep our packages competitive and consistent.
- Lead bonus and incentive processes, including target setting and calculations.
- Provide clear HR reports on metrics like absenteeism, hours, and headcount.

This is how we describe you

- You bring at least 3 years of hands-on experience in payroll and/or compensation & benefits, with strong operational skills—especially in Belgium, and ideally across Europe.
- You are very familiar with Belgian payroll legislation and are confident navigating it; knowledge of other European systems is a strong plus.
- You understand the basics of compensation and benefits—or you're eager to dive in and grow your expertise.
- You're great with numbers, love Excel (pivot tables, formulas), and never miss a detail when it comes to accuracy.
- You're comfortable managing or learning to manage bonus and incentive schemes, and working with external providers on local benefits.
- You speak Dutch, French and English fluently; any other European language is a nice extra.

And of course, our offer to you...

We give personality to walls and opportunities to personalities!

- A competitive salary, end of year premium and holiday pay along with a company car, meal vouchers, net allowance, bicycle lease plan, group insurance as well as DKV hospital insurance for you and your family.
- Enjoy a discount on all Orac products, plus exclusive deals from A to Z — from airlines to zoos — with offers from over 200 companies in travel, fashion, food, electronics, entertainment, and more.
- Flexibility that fits your life: flexible working hours and the possibility of working from home
- Growth and learning development through courses, conferences, projects and events
- The chance to be part of an HR team in its setup phase — we're building from scratch, and we're looking for someone eager to shape, create, and grow with us.

PASSION, INSPIRATION and LOYALTY are our values. Join a dynamic company with a fun and stable working environment. We would like to welcome you to our ORACIAN family!

Please note: this position does not accept applications from freelancers or agencies.

<http://www.oracdecor.com>