



Job Description – HR Intern

Kickstart Your HR Career with Hands On Experience at Mise en Place! Proud owners of a diverse portfolio including Gino's, Yum, The Bakeshop, Boxed, Barista Cafés and Mise en Place Catering Services.

Are you a motivated and people-focused individual with a passion for organisation and a future in Human Resources? We're offering a 6-month internship designed to equip a Caymanian candidate with real-world HR experience in a dynamic and supportive environment.

You will work alongside the HR Manager to support the full employee lifecycle recruitment, onboarding, training, payroll support, employee engagement, compliance, and day-to-day HR admin. This internship offers excellent exposure to generalist HR responsibilities, with mentoring and on-the-job development throughout.

What You'll Learn

- Hands-on experience across key HR functions including recruitment, onboarding, training, employee engagement, and compliance
- How to maintain accurate HR records and support payroll processes
- How to navigate local labour laws, immigration requirements, and internal policy administration
- Exposure to HR systems, document management, and internal communication best practices

The Ideal Candidate

- Caymanian looking to build a career in Human Resources
- Strong communication and organisational skills
- Detail-oriented, discreet, and professional when handling sensitive information
- Proactive and eager to learn in a fast-paced team environment
- Confident using Microsoft Office (Excel, Word, Outlook)

All qualified applicants should visit the following link to apply: <https://miseenplace.bamboohr.com/careers/69>