

HR Business Partner (12mth FTC)

Are you an HR Business Partner or an experienced senior HR Advisor, Senior HR Officer or Senior HR Assistant looking to broaden your skills and experience? Then we could have your next role.

We're looking for someone to work alongside the UK HR Manager as HR BP to help deliver expert, professional HR advice and coaching to managers across the UK business on all aspects of HR to ensure excellent people management and strong employee relations. You'll support the HR Manager in the delivery of a professional, friendly and open-door approach HR service that adds value and delivers effective business focused solutions, working in partnership with managers across the business to drive organisational change and enable continuous improvement.

What you're looking for in a role..

- To provide HR advice and support to Managers to ensure they are able to manage their employees, covering all aspects of performance, competence, conduct and attendance
- To implement, interpret and advise on the Company's employment policies, terms and conditions, and employment law, to ensure that when decisions are made and objectives are achieved, they are done so in a cost effective, policy and legally compliant way, taking a managed approach to risk
- To support and advise Managers at employee meetings, hearings and appeals against dismissal
- To support continuous improvement of the HR service by seeking continuous feedback and inputting into the development and review of policies and procedures
- To coach managers to undertake their employee management roles and to support the development, design and delivery of management training on all aspects of employee relations
- Demonstrate understanding of equal opportunities and other people's behavioural, physical, social and welfare needs
- Manage new starter on-boarding, creating and deliver in-depth induction programmes, and obtaining feedback for possible areas of improvement
- Be visible across all locations which includes regular travel to every office

and what we're looking for..

- An experienced HR professional already working as a HR Business Partner or HR BP level but without the title (possibly senior HR Assistant, HR Officer, HR Advisor or similar)
- Someone with strong experience of employment law, disciplinaries and coaching managers.
- A friendly, outgoing, confident and upbeat personality with great communication skills and a helpful, motivational approach.
- Someone self-motivated with a can-do attitude
- A great people person who quickly builds trust, relationships and confidence with stakeholders across the business
- Someone who is always looking to improve HR processes, policies and procedures, always looking for something to do and happy to roll their sleeves up and throw themselves into whatever is needed

What's on offer

You'll join our friendly, supportive and focused team working in an environment where we all who take great pride in what we do, the value of our contracts for the business and the positive impact our products and solutions have on a huge range of healthcare services across the whole of the UK.

Along with our competitive salary, there's an excellent range of benefits - including a matched pension scheme, a health cash plan and a well-being allowance.

Other info:

This position will commence on a 12 month fixed term contract (FTC) with the possibility of extension or becoming permanent.

The person can be based within commutable distance of our Leyland, Lancashire office (which is commutable from Manchester and Liverpool) or our Dundee office.

The role will be a 50/50 hybrid mix of office and home-working,

Salary circa £35,000 plus car allowance and benefits.

If this is just the role you've been looking for, please [apply directly](#) on our recruitment portal or email any queries to our recruitment team [here](#), thank you.