

HR Manager

Location North East | **Salary** Competitive salary plus benefits

Overview

Our client is an innovative, expanding business based in Sunderland offering services across the UK and beyond.

We are delighted to be working with them on an exclusive basis to recruit a permanent HR Manager. The position is standalone and will be responsible for establishing and developing an effective HR function to drive performance across the organisation as it embarks on a period of growth and expansion. The successful candidate will be accountable for the provision of full generalist HR advice in line with current employment legislation as well as the continuous review of HR policies and procedures.

Job Description

Reporting to the Managing Director, main responsibilities and accountabilities include the following:

- Establishing and developing an effective HR function to drive performance across the organisation.
- Build and maintain effective relationships with key stakeholders to ensure HR is able to support the business objectives.
- Strengthening the employee experience to promote an engaged and motivated workforce.
- Providing advice and guidance to the leadership and executive teams on all People related matters.
- Developing and implementing HR related policies and being the lead on the following HR disciplines: Employee Relations; Recruitment and Retention; Culture and Engagement; Leadership and Development; and Reward and Recognition.
- Providing advice and guidance on HR support, best practice and employment legislation to all stakeholders.
- Supporting the alignment of different business area structures to support the company's growth strategy.
- Dealing with all employee relations matters in line with employment legislation.
- Managing HR administration processes to ensure all HR records are maintained and in line with GDPR requirements.
- Taking ownership of HR KPI's.
- Leading on HR projects.

Person Specification

The successful candidate will:

- Be an experienced HR professional at the HR Advisor, Senior HR Advisor or HR Manager level.
- Be commercially focussed, astute and driven to promote positive change.
- Be comfortable in working within a standalone capacity.
- Have experience gained within a commercial environment.
- Be an effective Business Partner and able to work with stakeholders at all levels.

0191 488 4955 | info@michellesimpsonhr.co.uk