

HR Partner

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

Overview

Our client is a dynamic, ambitious organisation headquartered in Middlesbrough. We are delighted to be partnering with them exclusively to appoint a permanent HR Business Partner. This is an exciting opportunity to join a forward-thinking, vibrant business and play a key role in delivering their HR agenda.

Reporting directly to the HR Director, the role offers a wide-ranging and hands-on remit, spanning the full breadth of HR responsibilities. Both Full Time and Part Time applications can be considered.

Job Description

Key accountabilities:

- Be the operational lead on all HR areas including: Recruitment, Employee Relations, Wellbeing, Policy Development and Organisational Change.
- Support the HR Director to understand and translate business requirements into effective HR best practice, delivering people solutions to achieve business objectives, managing risk and driving performance.
- Provide high-quality, pragmatic and consistent advice and guidance to the leadership and management teams on all HR related matters.
- Coach and equip managers to handle HR matters confidently and consistently, stepping in where more complex or sensitive HR involvement is required.
- Proactively Business Partner with senior stakeholder across business areas to drive the implementation of the People strategy.
- Own, evaluate and amend HR-related policies within the business to match culture and values.
- Support managers in defining and executing recruitment needs.
- Coordinate end to end recruitment activity including advertising, candidate engagement, interview scheduling, offer management and onboarding.
- Review, analyse and utilise key HR metrics and data to drive strategic decision making across all People related activities.
- Maintain accurate employee and recruitment records ensuring HR systems and documentation are completed accurately and efficiently.
- Undertake hands-on coordination and administration across the full employee lifecycle.
- Assist with monthly payroll processing.

Person Specification

The successful candidate will:

- Be a self-starter who thrives in commercial and evolving environments.
- Be an experienced HR professional operating at the HR Advisor, Senior HR Advisor or HR Partner level.
- Have the flexibility to manage multiple priorities and balance strategic, advisory and administrative activity.
- Have excellent communication, relationship building and organisational skills.

The role is offering a competitive basic salary plus excellent benefits. The position is predominantly site based and will involve ad-hoc occasional travel.

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