

## HR Administrator

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Company: Platinum Recruitment Consultancy

Location: Christchurch

Category: other-general

**Role:** HR Administrator - Maternity Cover

**Location:** New Forest

**Employer:** Hotel

**Salary / Rate of pay:** 29,000 package

Platinum Recruitment is working in partnership with a high-end hotel who are looking for an HR Administrator to join their busy team.

### What's in it for you?

Looking for your next challenge based in a stunning hotel in the heart of the New Forest? Take a look at some of the perks on offer:

Part-time hours considered

Uniform allowance

Performance based bonus

Private medical insurance

Healthcare cover

Continued career development with recognised training providers

Discounted hotel stays & 25% discount of F&B

Discounted spa treatment

Training & development opportunities

Uniform allowance

## Package

£29,000 package comprising £26,000 salary plus service charge

## Why choose our Client?

This beautiful hotel, set in the heart of the New Forest, offers stunning bar and lounge areas, restaurant, spa & beautiful bedrooms. The award-winning hotel is one of the very best hotels in the south coast.

## What's involved?

As an HR Administrator, you will support the wider HR team with updating planners, internal communication, setting up new starters on the system, completing new starter inductions, and supporting the planning of team engagement days.

## Sound like the role for you?

Then we would love to hear from you!

Click Apply Now and one of the team will be in touch to discuss this HR Administrator role in the New Forest.

***Don't forget to speak to your consultant about our Recommend a Friend referral scheme and find out how you could earn up to £250 per recommendation.***

**Consultant:** Tom Emberson

**Job Number:** 928196 / INDCOM

**Job Role:** HR Administrator

**Location:** New Forest

Platinum Recruitment is acting as an Employment Business in relation to this vacancy.

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