

Hr Manager

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Company: Cameron James Professional Recruitment

Location: Farringdon Without

Category: other-general

We are working with a well-established technology firm, and they are looking for an experienced HR Manager to join the business ASAP.

The role would be ideal for a seasoned operationally focused HR Manager who is looking for a busy and hands on role, with a growing international business.

This is a hybrid working role - 2 days from home and 3 days in the office.

Reporting into the HR Director the role will provide a proactive, high quality, client focused and effective generalist HR service to c340 employees (mainly UK, but with offices in the US and Asia). The focus of the role is to lead and manage the HR function, providing a generalist operational HR service to the business, supporting with the effective delivery of the people strategy, and supporting with key HR projects and initiatives. Key duties will include;

* Reporting into the HR Director, leading a team of 2 people and providing HR support to c340 employees across the UK, US, and Asia.

* Lead and manage the HR function and be the point of contact for the senior team on all HR matters

- * Support and work closely with the HR Director on the effective delivery of people strategy, key HR projects and initiatives, and change management processes.
- * Provide in-house HR advice and support, ensuring that all company policies and processes are consistently applied and that all HR queries are dealt with promptly and reliably.
- * Provide advice and support managers with ER cases (including all day-to-day matters), grievances and disciplinaries, and supporting managers with performance management, including coaching, advice, guidance, and upskilling managers
- * Advising managers to ensure compliance with all employment laws, company policies, and procedures
- * Work with the Recruitment manager on the recruitment strategy, conduct regular benchmarking to maintain a competitive rewards strategy.
- * Identify training needs and coordinate the development and delivery of training programs, including fostering a culture of continuous learning and professional development.
- * Continuously monitor and review HR policies and processes and implement changes where necessary.
- * Participate in the implementation of specific projects, including employee engagement, L&D initiatives and aligning HR with the strategic goals of the organisation.
- * Actively participate in the global staff engagement team, introducing new engagement activities and nurturing a positive working environment.
- * Ensure alignment between HR practices and the company's mission, vision, and values, including champion of the Company Values
- * Oversee employee lifecycle work including HR administration, on-boarding, off-boarding, recruitment, and HR reporting.

* Oversee and manage the HR systems and effective use and maintenance of these

For this role candidates will need to have proven HR experience at this level, ideally hold CIPD qualification and similar industry experience would be advantageous i.e. IT, Tech, Software business or professional service industry.

This is a fast-paced role, where you will be expected to provide a professional and high-level HR service to stakeholders and build relationships. Candidates must be proactive, hold strong communication and interpersonal skills and work to a high level of accuracy.

Experience of US and international HR experience would be desirable for this role.

Great opportunity to join a reputable and fast-growing business, in a truly generalist HR role with scope to develop and progress your career.

The company offer an excellent package, including 26 days holiday plus stats, bonus scheme (10%), health insurance, share scheme, EV salary sacrifice, and many more.

Immediate need, so please apply online and a consultant from Cameron James will be in touch ASAP.

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