

Human Resources Coordinator

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Company: Macmillan Davies

Location: London Area

Category: sales-and-related

Macmillan Davies is delighted to be partnered with a thriving beauty brand to hire a new HR Coordinator into their HR team in London. This is a great opportunity for someone fairly new to HR to make a move into an exciting and forward-thinking brand with multiple opportunities for career progression. The HR Coordinator will work closely with a HR Advisor as well as the Talent Acquisition team to assist with a helping to set the company up for success and continuing to build on the solid foundations in place. You will need to have some experience with working with an HRIS and ideally some knowledge of ATS systems. The HR Coordinator will play an important role in assisting the TA team with scheduling upcoming interviews and occasionally getting involved with the interviews/minute taking in meetings. It would also be beneficial if you have some knowledge of different compensation and benefits from previous employers and any experience working with international business will also be great for your application. You will work with a high class team of HR professionals and a company that is extremely passionate about their mission and what they are looking to achieve within this industry. This role comes with hybrid working - 3 days on site in the London office.

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