

## Senior HR Advisor

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Company: May & Stephens

Location: City Of London

Category: business-and-financial-operations

Senior HR Advisor London £45,000 to £50,000 Hybrid working after probation Our client, a market leading London-based broker, are seeking an experienced Senior HR Advisor to join them on a permanent basis. They are looking for someone with excellent operational experience who can assist with the centralization of HR and is happy to get involved with a broad range of HR duties. This is a fantastic opportunity for someone to get great exposure to an international business in a smaller HR team and be given the opportunity to get involved in a variety of HR projects. The role: As the Senior HR Advisor, you will be responsible for full management and oversight of all areas of HR. You will be required to liaise with their overseas offices, provide advice and guidance to all departments and handle hiring and legal matters. Your key responsibilities as Senior HR Advisor will include: Advising on both routine and complex matters of UK employment law. Regularly working with other areas of the business, including Compliance and Finance. A good working knowledge of HR policies and procedures. HR administration across a broad range of areas. Handling with confidence any performance/conduct/discipline/grievance issues. Learning and development, including some training delivery and design. Recruitment and selection at all levels. Working with outside bodies to foster effective relationships (such as universities, schools, etc.) Employee engagement and advising on employee reward when required. Maintaining and improving HR systems, practices and processes. Participation in other projects as and when required. Key requirements: As the Senior HR Advisor, you will need to have at least 5 years' experience in a human resources position with experience within the financial services industry. Amongst these requirements you must also have: A Chartered Member or

Chartered Fellow of the CIPD. What's in it for you? In return you will be entitled to a competitive salary of £45k to £50k plus yearly bonus. They offer a generous benefit package including, life assurance, hybrid working, gym membership, season ticket loans and many more along with a great working culture.

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