

HR Business Partner

Fulltime | Chalgrove Oxfordshire, Great Britain

Job Summary

Reporting to the Head of HR for the UK and Ireland, the HRBP works in collaboration with the UK line management team to design and deliver HR strategy and initiatives that support business objectives. The management of complex ER is also a large part of this role, you will need to be able to coach and mentor managers to ensure fairness, consistency and best practice in everything we do. This role is not for the faint hearted is requires tenacity and a drive to get things done, you must also have a willingness to learn, challenge yourself and get out of your comfort zone and at times may be required to support difficult decision making

This role has one direct report so an awareness of how to effectively manage and motivate others is required.

Duties and responsibilities include, but are not limited to:

- Providing day to day advice on HR matters, including employee relations, performance management, employee development and employee engagement
- Providing regular training and updates to Board/Managers/Team Leaders on employment law, supporting disciplinarys, grievances and performance related conversations
- Planning and organising training interventions is also a part of this role – including designing e-learning with the support of the wider L&D team in Graz, utilising courses available via Pinktum, and/or researching other training options to bridge training gaps and develop the team
- Partnering with line managers to identify opportunities that will support improvement in both organisational and people performance, and ultimately supporting the overall business objectives
- Take a lead role in the administration and consultation process for department/team restructures where required
- Utilise reports and data analysis to support decision making
- Oversee the recruitment process within the UK and supporting with selection and onboarding for more senior roles
- Conducting Salary benchmarking to ensure our employees are fairly and competitively rewarded



- With the Head of HR, support employee communication including editing of our regular Thrive newsletter
- Allowing time for project work and improving ways of working is essential to support wider HR initiatives
- Be an inspiring people leader, managing the performance and development of the team of HR Coordinators
- Working in a multi-site environment you will be required to travel, mileage expenses will be paid

Skills, qualifications and experience

- CIPD Level 5/7 or equivalent experience
- A minimum of 5 year's experience in a HR advisory role
- IT literacy is essential – MS Office, HR System/Talent Management, ideally SAP, Success Factors
- Experienced and able to deliver HR outcomes independently, with support from Croner for complex, high-risk cases
- Able to analyse data to inform decision making
- Ability to communicate at all levels, network and build strong partnerships
- Ability to prioritise and manage own workload
- Ability to coach, engage and influence senior managers
- Training delivery experience is essential
- Ability to plan and manage projects with confidence
- Culture fit is essential, it's a cliché but true 'we work hard and play hard' - supporting each other like family
- An understanding of how to manage people is essential given this role has one direct report

Important behaviours to have in line with our company values

- Appreciation – Recognises the achievement of others
- Creativity – Is resourceful and innovative
- Courage – Willing to learn and try new things
- Openness – Always approachable and helpful
- Reliability – Consistently gives their best

Local benefits

Some locations have local benefits; please speak to a member of the management team.

