



Senior HR Business Partner

Department:

Human Resources

Ref: HR-030/P

Salary:

Salary: Competitive (subject to skills, knowledge and experience).

***Closing date for applications:**

12:00 noon on 13 February 2023

Interviews are expected to take place within 4 weeks of the closing date.

A job description and person specification can be viewed on our website:

<https://www.bolton.ac.uk/staff-area/professional-services/about-hr/vacancies> or requested by email: jobs@bolton.ac.uk.

To apply, please submit your CV along with a short covering letter (no more than two sides of A4 font size 12) explaining your suitability for the role and current/most recent salary to jobs@bolton.ac.uk. Please ensure you quote the position reference number on all paperwork submitted.

If an applicant is interested in more than one vacancy, a separate application must be submitted for each vacancy to ensure that the individual role requirements are addressed.

Candidates must be eligible to work in the UK, for more information please visit <https://www.gov.uk/check-uk-visa>. No agencies.

*Please note, the University reserves the right to shorten/extend the closing date of any position where a high/low volume of applications are received.

The University has embarked on an ambitious agenda as a “Teaching Intensive, Research Informed” institution. Its robust financial position and recent achievements put the University in a good position to capitalise on the challenges and opportunities of the current Higher Education environment. With a workforce of c1000 staff supporting more than 11,000 learners it is therefore a very exciting time to join the University of Bolton Group as a senior HR professional.

Due to ongoing investment in our people, we are seeking to recruit a commercially focused senior HR professional, reporting to the Executive of HR, to act as the number two in the team to provide high level professional HR consultancy advice and support to senior line managers across a portfolio of departments / subsidiaries. You will also work closely with the wider HR team to ensure the delivery of the HR strategy. As subject area champion for employee relations and policy development you will be responsible for leading on associated key projects.

To be effective in this role you will be adept at advising, coaching and supporting senior line managers on the full range of employee relations, resourcing, organisational change, organisational design (to include business process improvement), development and performance management matters.

The successful candidate will be degree educated (or similar) and hold CIPD status, able to demonstrate substantial achievement in generalist HR and employee relations work within a complex environment (ideally in higher education or the NHS) and will have exceptional communication and influencing skills. They will have a strong legal and technical HR knowledge and an analytical/strategic outlook to HR issues.

This represents a fantastic opportunity to make a real impact at both a strategic and operational level. For an informal discussion about the opportunity please feel free to contact Chris McClelland (Executive Director of HR) on: (01204) 903572.