Job Title: HR Advisor

Location: Bristol, UK

Job Type: Full-time, Permanent

Salary: Competitive

We are currently seeking an experienced and dynamic HR Advisor to join our team at a leading technology company in Bristol. As an HR Advisor, you will provide comprehensive HR advice and guidance to managers and employees, and help to deliver HR initiatives that support the business objectives.

Responsibilities:

* Providing advice and guidance to managers and employees on a range of HR-related matters, such as employee relations, performance management, and absence management
* Supporting the recruitment process, including job design, job advertisements, and candidate selection
* Leading on HR projects and initiatives, such as employee engagement programmes and diversity and inclusion initiatives
* Developing and delivering training and development programmes for managers and employees
* Ensuring compliance with employment law and HR policies and procedures
* Supporting the HR team with ad hoc tasks and projects

Requirements:

* Degree in Human Resources or related field, and professional membership of the Chartered Institute of Personnel and Development (CIPD)
* Minimum of 3 years' experience working in an HR Advisor or similar role, with a good knowledge of UK employment law and HR policies and procedures
* Strong communication and interpersonal skills, with the ability to build effective relationships with stakeholders at all levels
* Excellent problem-solving and decision-making skills, with the ability to work under pressure and to tight deadlines
* Strong project management skills, with the ability to manage multiple projects simultaneously
* Experience of working in a fast-paced and dynamic environment is desirable

We offer a competitive salary, a supportive and collaborative work environment, and opportunities for professional growth and development. If you are a highly skilled and experienced HR professional looking for a new challenge, and are committed to driving positive change in the workplace, please submit your CV and cover letter to us.

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