Title: HR Manager

Location: Bristol, UK

Salary: £40,000 - £50,000 per annum

We are seeking an experienced and proactive HR Manager to join our team in Bristol. The successful candidate will be responsible for managing the HR function across a range of areas, including recruitment, employee relations, performance management, and HR administration.

Responsibilities:

* Manage the HR team and provide guidance and support to ensure the delivery of high-quality HR services across the organization.
* Partner with business leaders and stakeholders to understand their HR needs and priorities, and develop and implement solutions to address them.
* Manage the recruitment process, including posting job adverts, screening CVs, conducting interviews, and issuing employment contracts.
* Manage employee relations issues, including conducting investigations and supporting disciplinary and grievance processes.
* Develop and implement performance management processes and support the development of employees.
* Ensure compliance with all relevant employment legislation and company policies, and provide advice and guidance to the business on HR-related matters.

Requirements:

* Proven experience as an HR Manager or senior HR professional, with a good understanding of HR processes and procedures.
* Strong leadership and people management skills, with the ability to motivate and develop a high-performing team.
* Excellent communication and interpersonal skills, with the ability to build relationships and influence stakeholders at all levels.
* A high level of attention to detail and accuracy, with experience in data entry and record-keeping.
* Strong analytical and problem-solving skills, with the ability to use data to inform HR strategy and decision-making.
* Degree in HR or a related field is desirable.

We offer a competitive salary and benefits package, as well as opportunities for professional development and career progression. If you are a proactive and enthusiastic HR professional with a passion for supporting others, we would love to hear from you.

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