

Job Title: **Shift Team Leader**

Location: **Oldbury**

Company: **Proffer Solution Ltd**

Reports To: **CEO/EPD/ECS**

Date: **04/06/2025 – 18/07/2025**

Position Overview:

We are seeking a dedicated and experienced Shift Team Leader in the Staffing and Recruiting industry to join our dynamic team. The successful candidate will play a pivotal role in overseeing and guiding the operational activities of our shifts, ensuring that our staffing processes run smoothly and efficiently. As a Shift Team Leader, you will be responsible for leading a team of recruiters and support staff, fostering a collaborative and high-performance work environment. Your leadership will drive the achievement of organizational goals by maximizing the effectiveness of the recruitment processes, maintaining high standards of service quality, and ensuring compliance with industry regulations. The ideal candidate will possess a strong understanding of staffing principles and practices, combined with excellent communication and interpersonal skills, enabling them to interact effectively with both team members and clients. In this role, you will be expected to address any challenges that arise during shifts promptly and implement strategic initiatives that enhance team productivity and job satisfaction. This is an excellent opportunity for an individual seeking to advance their career in a forward-thinking company that values innovation and dedication.

Key Responsibilities

- Lead and supervise daily operations during assigned shifts to ensure productivity and efficiency.
- Monitor team performance, providing coaching and feedback to maximize employee development.
- Coordinate recruitment efforts and manage staffing requirements based on client needs and organizational goals.
- Ensure compliance with all relevant laws, regulations, and company policies during all operational activities.
- Facilitate effective communication among team members and between shifts to enhance collaboration and information flow.
- Implement and manage performance metrics to track and improve team effectiveness and client satisfaction.
- Identify areas for process improvement and develop strategies to enhance organizational efficiency and service delivery.

Requirements:

- Proven experience in staffing, recruiting, or a related field with a track record of success in leadership roles.
- Strong understanding of recruitment processes, tools, and methodologies to ensure effective outcomes.
- Excellent communication and interpersonal skills with the ability to effectively engage team members and clients.
- Demonstrated ability to manage multiple priorities and complex projects in a fast-paced environment.
- Strong analytical and problem-solving skills to identify issues and implement solutions effectively.
- Familiarity with industry regulations and best practices related to staffing and employment.
- Bachelor's degree in human resources, business administration, or a related field is preferred.

Application Process:

Interested candidates are invited to submit their resumes and a cover letter detailing their qualifications and experience to applications@proffersolutionltd.co.uk. The company is committed to diversity and inclusion and encourages applications from all qualified individuals.

Proffer Solution Ltd is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.