

## **HR Manager -Technology & Education**

Department: **Recruitment Team**

Reporting Structure: **Onboarding Manager**

Salary: **£3,606 / £43,264**

Location: **Oldbury**

Work hours: **9:00 - 17:00**

### **Summary:**

We are hiring an HR Manager with a focus on Technology and Education to develop and implement HR initiatives. The successful candidate will attract and retain talent, enhance our employer brand, promote diversity, and ensure compliance with labor laws. If you are passionate about success in these fields, please apply. Roles include: Education Staffing Manager, IT Staffing Manager. These positions require specialized skills in education and tech, including knowledge of relevant qualifications and technical expertise. This approach helps us address specific staffing challenges effectively.

### **Responsibilities:**

- Roles Covered: Education Staffing, IT Staffing.
- Align HR strategies with business goals.
- Oversee recruitment for tech and education sectors.
- Implement employee training programs.
- Manage employee relations and create a positive workplace.
- Ensure compliance with employment laws.
- Conduct performance management.
- Analyses HR metrics for decision support.

### **Preferred Skills:**

- Experienced in recruitment.
- Knowledgeable in HR laws.
- Strong communication skills.
- Skilled in training programs.
- Proficient in HR systems.
- Strong communication and interpersonal skills
- Ability to multitask and prioritize in a fast-paced environment
- Proficiency in recruitment software and tools
- Strong organizational skills.

### **Qualifications:**

- ✓ Bachelor's degree in Human Resources, Business Administration, or related field; Master's degree preferred.
- ✓ A minimum of 2 years of experience in human resources management, preferably in the technology and education industries.

### **Benefit**

- Health insurance benefits.
- Professional development opportunities.
- Retirement savings plan (Pension)!

