



Job Advert

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| Job Title: | HR Manager |
| Job Reference: | HR/2122/3916 |
| Working Hours: | Permanent Full Time, 35 hours per week |
| Salary: | Up to £45,000 per annum, dependent upon experience |
| Location: | Blackheath, London, SE3 0PW |
| Closing Date: | Sunday 28 November 2021 |
| Interview Date: | To be confirmed |

About Morden College

Morden College is a charity dedicated to supporting older people, providing them with residential care and residential nursing care if the need arises. We are a strong community, committed to enabling those we support to have the highest quality of life, for the rest of their lives. Our care services were graded Good in all 5 CQC inspection area ratings and we have been granted Hospitality Assured status.

We will provide you with a generous pension, 25 days' holiday plus bank holidays, subsidised meals, and free onsite parking. The College actively encourages individuals to expand their knowledge and understanding to the benefit of all parties, and actively supports CPD opportunities through a generous learning and development budget.

About the Role

Working in a stunning environment at Morden College, this is an exciting opportunity for an experienced HR Manager to join a small HR team within an established charity. This is a busy role giving candidates the chance to make a difference and establish influential working relationships to bring the right balance of challenge and support. As HR Manager you will manage two HR Officers and be focused on delivering an excellent service to our managers and staff.

About You

You should have a strong generalist HR background, with proven experience in roles that have responsibility for the full HR spectrum and employee lifecycle. This includes a strong knowledge of UK employment law and demonstrable experience in employee relations.

You must have excellent communication skills, both written and spoken together with tact, patience and empathy, and the ability to influence people and deliver positive results. You must be flexible and highly organised with good administrative skills. You will be yourself, have a sense of fun and take ownership of all aspects of your role, whilst being a positive role model and ambassador for Morden College.

About Applying

To apply please visit our website <https://www.mordencollege.org.uk/workforus/>. To have an informal discussion about this opportunity please contact the HR Department by e-mail on recruitment@mordencollege.org.uk or by calling 0208 463 8364.

The closing date given is a guide only. There may be some occasions where we might have to close a vacancy once enough applications have been received. It is therefore advisable that you submit your application as early as possible to avoid disappointment.

This post is subject to a Basic DBS check. This post requires the post holder to be fully vaccinated against Covid-19 unless clinically exempt.

Due to high volumes of applications, we are unable to respond to applicants whose qualifications and/or experience do not meet the minimum requirements for the post.

Morden College is an equal opportunities employer