

HR Manager

We are Hobart UK and we are looking to recruit an experienced HR Manager to support the development of the organisations people strategy and practices.

Hobart UK is part of the US based, Illinois Tool Works (ITW) business, Food Equipment Group and is a leading provider in the supply of commercial food equipment. The UK business is in Peterborough and is made up of two Business Units:

- Hobart Equipment UK is responsible for distributing ITW Commercial Warewashing [Dishwashing] and Cooking Equipment ranges into the UK Market. Hobart Equipment employs 73 employees including a regional team of 27 Field Sales Executives.
- Hobart Service UK is a leading provider in the servicing and repair of commercial food equipment Hobart Service employs 201 employees including 100 Field Service Technicians who provide National coverage across the UK.

Hobart is a fascinating business with a globally recognised brand. Trading for over a hundred years we are a well-established and recognised market leader. We are at the forefront of technical innovation and product design. Being part of the ITW Group our culture is forward thinking, inclusive and values focus and efficiency.

In this role you will report to the European HR Director and work cross-functionally to formulate HR Plans, Policies and Procedures that are aligned with the organisations business objectives. The current key priorities include the creation and implementation of a reward strategy to attract and retain our highly valued team members, delivery of effective, standardised end to end recruitment processes and development of a high performance culture via employee development and creation of a culture of coaching and mentoring.

As our HR Manager you will be responsible for:

Providing a comprehensive proactive HR service which ensures that managers and employees are equipped with best practices. The role has an operational focus and so you can expect to be hands-on.

Responsibilities include, but are not limited to:

- Work cross-functionally to ensure that HR Strategy is aligned with overall Business Objectives.
- Day to day Management of the HR team which consists of a HR Advisor and HR Administrator.
- Provide Sound HR Generalist Advice, acting as a consultant and coach for the Management teams.
- Drive Talent Management activities, including the annual talent review process and succession planning activities.
- Accountable for Annual Compensation and Benefit Cycle, including regular benchmarking, pay review and bonus processes.



- Lead recruitment and selection activities ensuring that the HR team add value to the process.
- Onboarding employees to ensure that all individuals receive effective start to their new roles.
- Manage complex employee relations casework including dispute resolutions, disciplinaries, grievances, absence, retirement and redundancy.
- To support the Service business with rigorous capacity planning by providing relevant information regarding holidays, sickness and other absences to ensure the business is able to plan resources effectively in order to meet customer demands.
- Continuously monitor and review HR policies and processes and implement changes as and where necessary.
- Key role in monthly payroll and pension administration, including overseeing the processing of the Hobart UK Equipment's payroll and data input checks for Hobart UK Service.
- Participate in the implementation of specific projects, procedures and guidelines to help align the workforce with the strategic goals of the organisation.
- Drive a culture of Diversity and Inclusion building an environment which encourages all individuals to be the best they can be.
- Lead Wellbeing and Employee Engagement strategies.
- Work with the business to identify training and development needs.
- Design/source and then implement L&D solutions to add value to the business.
- Provide support on H&S activities.

The Person:

- CIPD qualification (minimum level 5)
- Minimum of 5 years transactional HR experienced gained in fast paced industry.
- 3+ years' experience in a HR leadership position.
- Strong organisational, change management and analytical skills
- Leadership capabilities with the ability to communicate and influence people at all levels.
- A strong working knowledge of employment law issues, best practice processes for recruitment, performance management, disciplinary and grievance and payroll is required.
- Excellent Microsoft office, with the ability to manipulate and interpret data in excel and the ability to use the HR Information Systems in place effectively.
- Previous experience of managing payroll would be an advantage

