

JOB ADVERT

Job Title:	HR Advisor (North West)
Salary:	£26-£28,000 pa – dependent on experience
Terms & Conditions:	Full time (37 hours), 52 weeks
Start Date:	ASAP

Human Resources at Aldridge

This is an exciting time to be joining a quickly developing and growing HR Team. The role will be a challenging and rewarding one. The successful candidate will have the chance to make a real difference to the expansion and growth of the HR Department and The Trust. The role is a new role that will sit under the Trusts North West HR Manager and there is a real opportunity to make the role your own.

The HR Department are a small, friendly team currently consisting of the Trust HR Director, and HR Managers across the North and South.

You will be based in one of the North West Schools office locations with travel across the other sites.

About Aldridge – The Way We Work

We are entrepreneurial and our passion for high quality, inclusive education drives our work. We have shared goals and shared approaches which are tailored for the local context. We help each of our schools and colleges to define how best to achieve those goals for their community.

We encourage students, staff and members of the local community to develop a passion for learning as well as an entrepreneurial mind-set, enabling people to help take responsibility for their own futures and their neighbourhoods. Our values are the entrepreneurial attributes that we help our students to develop – creativity, passion, determination, problem-solving, risk-taking and teamwork.



We want all our schools to be ambitious and entrepreneurial – inside and outside the classroom, in strategic planning and everyday activity. This means that the emphasis on entrepreneurial thinking provides context for all the learning that takes place and every aspect of academic life. Staff make a commitment to supporting entrepreneurial behaviours, and to acting as a role model by using these behaviours themselves in their work.

About the Role

We are looking to appoint a confident, qualified HR Advisor qualified to CIPD L5 or equivalent to provide a full HR advisory and administration service to the NW School's.

Please see the attached Job Description for further details

About the Person

We are looking for a candidate who will thrive on a challenge and look to develop and grow within the HR Department. Previous HR experience is essential.

They will follow the Aldridge operating norms and seek to achieve excellence in everything they do.

Please see the attached person specification for further details on all essential and desirable criteria.

How to Apply

Please send an up to date CV and covering letter explaining how your current skills and experience match those within the person specification (no more than one A4 page) and send to laura.etherington@aldridgeeducation.org

Closing Date for Internal Applications is Thursday 30th April 2020.