

Gwasanaeth Tân ac Achub
De Cymru



South Wales
Fire and Rescue Service

Assistant Human Resources Manager (Employee Relations)
GRADE 9
37 hours per week
SALARY: from £26,999 – £28,785
Temporary Position until March 31st 2020

South Wales Fire & Rescue Service is seeking to appoint an individual committed to delivering a high quality and professional HR service as part of our busy Employee Relations team. This post is based at our Headquarters in Llantrisant.

The successful candidate will lead a team of Employee Relations Officers in embedding the full use of our integrated HR System, supporting the delivery of an efficient and effective service to our employees.

Welsh language skills are desirable, but not essential for this role.

More details in relation to this position can be found in the Job Description and Person Specification.

For more information, you are invited to contact Gillian Goss, HR Manager, Employee Relations (g-goss@southwales-fire.gov.uk).

This is an ideal secondment opportunity for anyone aspiring to develop their portfolio in preparation for an HR Manager position.

We are a family friendly organisation and a flexible working system is in operation. Job share and applications for part time workers will be considered.

How to Apply...

Application Forms can be obtained by contacting our **Recruitment Team on 01443 232200**.

Completed forms need to be emailed to Gillian Goss by the closing date of **Friday 16th August 2019 at midday**. Please note that this is a highly competitive process and the Application Form will need to clearly demonstrate how the candidate meets the Shortlisting Criteria highlighted on the Person Specification. Only the highest performing candidates will progress to the Selection Process.

If you require the documentation in Welsh please contact the Recruitment team.

South Wales Fire and Rescue Service believes in the real value of having a diverse workforce and we proactively want to encourage applicants from all sectors of our community to apply.

