

Job Title:	HR Business Partner (Maternity Cover, Fixed Term Contract)
Location:	Home-based, UK
Department:	Human Resources
Manager:	VP, Human Resources

Company Overview

ONVU Technologies is a privately held Swiss group, operating out of bases around the globe including US, UK, and Turkey. Through annual investment in R&D, talent acquisition and strategic partnerships we go to market via our brands focused on smart video, IoT and cloud applications. Our brands include ONVU Learning and Oncam.

We believe in developing empathy led technology to answer genuine challenges in the vertical markets we address; by enabling users to leverage the technology in a way that solves their problems. Use cases of this have been in creating business intelligence insights for retail via video, providing a safer environment in an airport or helping teachers create better student outcomes by leveraging IoT devices in the classroom for insight and CPD.

Role Overview

The HR Business Partner (HRBP) will play a crucial role in supporting the business globally through the smooth operation of our HR processes and procedures during the maternity period. This role will work closely with the VP of HR to deliver HR strategies and initiatives as the business continues its growth journey. The HRBP will partner closely with managers and teams to ensure alignment with the company's goals, culture, and values across all regions.

The core responsibilities will encompass the whole spectrum of employee relations, HR compliance and governance, compensation and benefits, talent management, recruitment, data management and HR information Systems.

Responsibilities

- Employee Relations:
 - Manage and resolve complex employee relations issues, ensuring a fair and consistent approach.
 - Provide guidance and support with key stakeholders on HR-related issues, with the support of local specialists.
 - Manage immigration related matters, this includes maintaining current sponsors, future sponsors and the company sponsorship management system.
- Compliance and Governance:
 - Ensure compliance with employment law and Quality Management regulations by keeping HR policies and procedures up-to-date in accordance with local laws across our regions and communicate them effectively.
 - Keep abreast of local compliance and governance changes.
- Compensation and Benefits:
 - Oversee payroll processes across our regions to ensure accurate and timely payment of salaries and wages, with the support of local specialists.
 - Manage pension schemes in regions where applicable and ensure employees are informed about their options, benefits and any changes that may impact them.
 - Review and evaluate benefits programs to maintain competitiveness and provide sound recommendations.
- Talent Management:
 - Maintain the current performance management system to ensure six-month reviews, quarterly check-ins and appraisals (including benchmarking) are conducted in a timely manner and be at hand to support line managers with these processes.

- Support line managers with career development plans for their team, including goal-setting, job descriptions, benchmarking, training etc.
- Recruitment:
 - Support the recruitment process by participating in interviews as and when required, and onboarding processes.
- Corporate Campaigns:
 - Work collaboratively with the Marketing team to plan and execute corporate HR campaigns to promote company values and initiatives.
- Onboarding and Offboarding:
 - Oversee the onboarding and offboarding processes for all new hires and leavers, ensuring our processes remain efficient and effective.
- Data Management and HRIS:
 - Maintain accurate HR records and generate reports as required.
 - Use HR metrics and data to analyse trends, provide insights and recommendations to key stakeholders.
- HR Projects:
 - Lead or participate in HR projects that support business objectives.
- Team:
 - Work collaboratively with and provide support to the wider HR team.
 - Provide flexibility in covering the team when on leave as and when required.
- Consistently demonstrate ONVU Technologies group core values.
- Carry out additional duties or responsibilities, which fall reasonably within the remit of the role.

Essential Requirements

- Bachelor's degree in Human Resources, Business Administration, or related field.
- CIPD qualified or equivalent.
- Proven experience of 3 years as an HR Business Partner or similar role, in a fast paced scale up environment.
- Strong knowledge of HR practices, UK employment laws, and regulations.
- Ability to work independently and collaboratively in a fast-paced environment.
- Ability to handle sensitive information with confidentiality.
- Highly organised with an eye for detail.
- Proactive and solution-oriented mindset.
- Proficiency in HRIS and other HR-related software.

Desirable Requirements

- Experience of operating HR in global regions including USA and/or Turkey.
- Experience of Cezanne HR software.

Skills and Understanding

- Clear speaking, listening and written communication skills.
- Ability to stay calm under pressure.
- Ability to be use own initiative.
- Ability to negotiate and influence.
- Ability to influence and develop relationships within matrix management structures.
- Ability to question and challenge others to get to the route causes of people and business issues.

Why work for us?

Aside from being a collaborative, innovative, inclusive bunch, our purpose is to have impact on the world using our cool technology.

Benefits

On top of a competitive salary, you can expect a whole load of perks:

- **25 days' holiday pro-rata + bank holidays:** We understand the importance of you getting some downtime.
- **Access to a learning platform:** Not only do you learn lots on the job, but you also have access to a platform of bite-sized courses.
- **Enhanced Family Friendly Leave:** Support for you and your family to help you navigate through the ups and downs of family life.
- **Medical Cash Plan:** Claim back the cost of your medical treatments from dentists, optometrists, and many more.
- **So many savings:** Through our online community platform, you can access dozens of daily deals, from money off top retail brands, cinema tickets, gym memberships to discounts on days out. There is something for everyone!
- **Employee Assistance Programme:** Our people are at the heart of everything we do, so if you're happy, we're happy.
- **Quarterly Employee Core Values Awards:** Nominated by your peers, the winner gets a fancy glass trophy and a voucher!
- **After smashing probation:**
 - Private Medical Health Insurance with Vitality for you and your family.
 - Work From Anywhere: That's right, you read that correctly! For up to 15 days in a consecutive year, you can work ANYWHERE aside from your home office.
- **Raising money for charity:** We're all about giving back and having lots of fun in the process!
- **Candidate Referral Scheme:** Know the perfect person to join the team? You could bag up to £2,000 for putting in a good word.

We are powered by uniqueness.

We are diverse bunch and celebrate over 14 different nationalities across our regions. We champion and welcome diversity in our workforce and ensure all job applicants receive equal and fair treatment, regardless of gender, sexual orientation, marital or civil partner status, gender reassignment, race, colour, nationality, ethnic or national origin, religion or belief, disability or age.