



SENIOR HR OFFICER

**EVH Grade 8, PA28-PA31
£40,234 – £43,530 per annum**

**Location: Based in Greenock.
Hours of Work: 35 hours a week, Monday to Friday**

Oak Tree Housing Association was formed in April 2001 as a result of a merger of 3 different associations. Since that time Oak Tree HA has maintained a track record of developing and managing good quality homes in the Inverclyde area. We are focussed on maintaining a high-performance culture which delivers an excellent service to our tenants and residents.

Due to an organisational restructure, we are delighted to offer the right candidate an exciting opportunity to join our team in the position of Senior HR Officer. This newly created role will lead on the implementation of the organisations HR objectives along with ensuring best practice across the whole range of employee relations activities.

You will be a highly motivated HR professional, able to demonstrate a working knowledge of HR best practice, employment law and general health and safety legislation. You will have excellent people skills - able to communicate and work effectively with a range of stakeholders.

Combined with this you will have excellent knowledge of data protection legislation, have the ability to support our managers and create successful working relationships. You will be able to work effectively as part of a team and on your own initiative, setting and maintaining high standards of personal performance.

In return we offer full EVH terms and conditions of employment, including a generous defined contribution pension scheme to the successful candidate.

If you share our values and feel that you have the competencies and imagination to deliver our aspirations, please obtain an application pack from our recruitment advisers EVH at www.evh.org.uk

E: Recruitment@evh.org.uk or Tel: 0141 352 7435

CV's will not be accepted. No agencies please.

Closing date is 2.00 PM on Friday 30th July 2021. All applications will be acknowledged, and candidates will subsequently be kept informed over the progress of their application.

Interviews will be conducted during the week beginning 23rd August 2021.

'We are an Equal Opportunities employer.'