

Adare Human Resource Management

- Leading Experts in Employment Law, Industrial Relations and best practice Human Resource Management in Ireland

Title: HR Client Relationship Consultant

Who we are:

Established in 2003, we are one of Ireland's best-known and respected providers of Employment Law, Industrial Relations (IR), Human Resource Management (HRM) and Health and Safety Services.

With offices in Dublin, Shannon and Cork, Adare Human Resource Management is an Irish Company with a unique knowledge of the needs of Irish business - with experienced & knowledgeable experts dedicated to excellence. We work across key sectors including professional services, voluntary/NGO, manufacturing, pharmaceutical, ICT and financial services.

When it comes to HR and people management, our experience has shown us that as no one solution is right for every business, we need to work closely with each and every client to design a tailored solution for them. We are a forward thinking and progressive consultancy and assist and advise Organisations on how to manage their individual people management challenges and offer a range of solutions varying from assistance in ensuring compliance with employment legislation through to implementation of best practice HR solutions to enable organisational change.

Our Consultants are all experienced HR and Employment Law professionals who bring a range of cross sectoral experience to the clients that we work with.

The Opportunity

As part of our growth strategy for the business, we are currently looking to recruit an experienced and ambitious HR Practitioner to work closely with our current and potential clients to identify and understand their requirements.

Working alongside the Managing Director, the Business Development Relationship Manager and as part of the Business Development team, this role will involve being a first point of contact to engage and build relationship with potential new clients. This will require engaging with clients across all aspects of our business including Employee Relations, Employment Law, HR, IR and Health and Safety.

Why Adare Human Resource Management?

- We are a leading, progressive and expanding professional services Company with a reputation for excellence across all sectors
- As an integral part of the business, the role of the HR Relationship Consultant works alongside a talented and ambitious team of Consultants

- This hands-on position offers a career opportunity for a dynamic and passionate professional looking to thrive in a busy and challenging work environment

Location: Blackrock, Co Dublin (blended and flexible working)

Job Status: Permanent, Full Time

Reporting to: Business Development Relationship Manager

Reward: Leading Market Salary; Performance Bonus; Health Insurance; Educational Supports; Career Development Opportunities; Flexible Working Hours; 27+ days leave across annual and company leave days

Job Responsibilities

New Client Relationships

- Act as the key point of contact for all inbound enquires from HR practitioners and for significant HR projects across the spectrum of our services
- Through engagement and understanding with prospective clients, identify and scope their requirements through to issuing proposals and follow up
- Carry out initial project scope meetings with clients for agreed Consultancy work
- Act as the go to resource for our business development team to support in large tenders and proposals with more complex requirements
- Advise and build client solutions based on their challenges using your experience and vast resources available
- Build relationships with potential clients and strategic partners to grow the business through networking and active engagement

Existing Client and Strategic Partners

- Liaise with existing clients to discuss, understand and plan their future requirements
- Progress the development of incremental business with existing clients
- Act as the Relationship Consultant / Manager for identified key Strategic Partners to the business, to build and deliver upon our annual plans

Business Development

- Strategically plan meetings with Consulting clients where appropriate
- Identify potential unsecured Consultancy work and agreeing the Business Development priorities for the month ahead to secure same
- Act as a brand enthusiast for Adare Human Resource Management
- Interpret and convert key HR policies, regulations, legislation into new business opportunities
- In conjunction with the marketing team, build content to support the HR teams and also the business development strategy
- Utilising our CRM systems, track and report on the status of all activities

Internal

- Work closely with the Consulting Practice Manager and the HR and Employment Law Manager to transition new business and/or new clients into the respective teams and plan for future resources / projects
- Supports individual Consulting team members in relation to client / project related queries and challenges, in an outcomes focused manner
- Propose innovative ways to improve the business development and client experience
- Develop and facilitate team working within the Company

The successful candidate will need the following qualifications, experience and skills to meet the demands of the role:

Qualifications

- CIPD qualification
- Ideally Post-graduate Diploma in Employment Law / Employment Law Diploma Law Society and / or MBA
- Ideally Project Management qualification

Experience

- At least 5 years Senior HR / Employment Law Experience within a busy HR environment or HR consulting practice
- Significant experience of managing a range of complex ER / IR and HR initiatives
- Strong knowledge of Irish employment law and HR practices
- Significant HR project management experience
- Experience of delivering training / presentations

Skills

- *Excellence*
Committed to understanding, delivering, exceeding and taking accountability for our work and our client needs, by demonstrating true ownership, personal accountability and consistently delivering an excellent experience
- *Relationships*
Committed to building and enhancing trust within all our relationships, colleagues and clients
- *Drive*
Committed to driving with ambition and accountability, our professional development and our business growth, embracing challenges and change, with Adare pride and fostering a culture of continuous improvement

Full clean driving licence, access to a car and ability to travel is required.

This position offers a unique career opportunity for a dynamic and passionate professional looking to thrive in a busy and challenging work environment.

The role requires ongoing learning and development in terms of keeping abreast of employment legislation, case law, IR and HR trends, which is encouraged and supported by the Company.

Please email cover letter and C.V. to recruit@adarehrm.ie.

Adare Human Resource Management is an Equal Opportunities Employer.

Closing Date for Applications is 5pm Friday 15th January 2021.