

**Human Resources Advisor – Fixed Term Contract (6 months)
Home Based
5-10 Hours per week
Hourly rate dependant upon qualifications an experience**

Start date: as soon as possible

debbiejuddhr Limited provides human resources support and advice to schools within the North East of England. As an organisation we place our client needs at the heart of everything we do and we are proud to deliver our outstanding HR services with professionalism and integrity.

We seek to appoint a fixed term HR Advisor with experience of providing effective professional HR advice and support to schools/academies, to join our team. The initial fixed term contract will be for six months, to cover for an increase in workload, but has the possibility of being extended.

The role is based at home and the hours are 5-10 hours per week, to be worked flexibly, according to client demand and which will be worked primarily during school hours in term time. There will be some travel to our clients based within the North East of England, including clients based in the North of Northumberland. Office equipment will be provided as appropriate.

The successful candidate will be a full member of the Chartered Institute of Personnel and Development (MCIPD) and must have experience of providing effective HR support and advice to schools and/or academies at a professional level, excellent communication skills, and the ability to work on their own initiative and as part of our team.

We are seeking a professional, self-motivated, trustworthy, individual who shares our company values and aims and demonstrates a passion for, and interest in, the education sector and the desire to grow with us.

A job description and person specification are attached, but if you have questions about the role, please contact Debbie Judd, Director, debbijuddhr Limited at debbie.judd@debbiejuddhr.co.uk.

Applications should be made on the attached application form and sent via email to admin@debbiejuddhr.co.uk.

Closing Date: 12 noon on Friday 14 February 2025

**debbiejuddhr Limited
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