

Person Specification

Post: Regional Head of HR

Attributes	Essential	Desirable	How identified
Qualifications	<ul style="list-style-type: none"> Associate CIPD or working towards 	<ul style="list-style-type: none"> Degree or similar Chartered CIPD Membership 	<ul style="list-style-type: none"> Application Certification
Experience	<ul style="list-style-type: none"> History of success working in a management level HR role Working effectively as a HR Business Partner with senior leadership Driving organisational and cultural change 	<ul style="list-style-type: none"> Working across multiple sites in a large complex organisation Working in an inner-city area of high deprivation Working in HR in an educational setting 	<ul style="list-style-type: none"> Application Interview References
Knowledge and skills	<ul style="list-style-type: none"> Excellent knowledge of employment law and grasp of the key fields within HR Ability to analyse and highlight trends and issues; support senior staff to solve problems Show sensitivity and objectivity in dealing with confidential issues Outstanding communicator and relationship builder Able to quickly build trust and credibility Sensitively resolve conflict Excellent change and project management skills Write fluently with a high degree of accuracy Microsoft Office, especially Word, Excel and Outlook Commitment to safeguarding 	<ul style="list-style-type: none"> Understanding of what makes a Dixons academy different and successful Understanding of national terms and conditions and legislation that impact the employment of staff in academies iTrent (or a similar HR management system) Current educational policy Organisational development Talent management and development 	<ul style="list-style-type: none"> Application Interview References
Character	<ul style="list-style-type: none"> Strong moral purpose and drive for improvement Mission-aligned Humble, hungry, people smart and agile Excellent interpersonal skills Good sense of humour Desire to develop yourself Ability to give, receive and act on feedback Strong attention to detail Ability to work under pressure 		<ul style="list-style-type: none"> Application Interview References