

we are hiring

HR Manager



We are seeking a HR Manager, who shares our company values, to join our Oude Werf team. We offer an inspiring work environment, where you are able to showcase your talents. We're a "family" of passionate people who make a difference and we are dedicated to transformation, empowerment, personal development as well as the success and well-being of our people.

purpose of the position:

To ensure that the Oude Werf's strategic and operational human resource requirements are understood, implemented and achieved.

core functions of position

1. Custodians of the culture and values of the business, translating these into all areas for the business.
2. Translate the business strategy into the HR Department strategy, preparing an annual plan to meet the needs of the business.
3. Prepare and manage the HR budget.
4. Providing strategic support and service delivery to the Hotel's management with regard to human resource capacity and capability.
5. Ensure a professional support function that delivers world class service.

requirements

- HR Degree/ Diploma
- Minimum three years' experience as HR Generalist
- Proven track record of managing an HR department
- VIP People/ Premier experience
- People focused
- Financial Acumen (generate and maintain HR budget)
- Hard working and a team player
- Self-managed
- Must live the company values

competencies

- Generalist Human Resources Management, including, but not limited to EE; IR; Skills Development; Performance Management; Recruitment & Selection; Remuneration & Benefits; Employee Wellness, BBBEE etc.
- Strategic thinker
- Change Management
- Organizational Design Principles
- Build and maintain good working relationships (including the ability to work with staff at all levels)
- Planning and organizing
- Innovative thinking
- Accountable
- Eye for detail
- Problem analysis
- Good judgement and decision making

Please note, should you not be contacted within two weeks, your application was unsuccessful

Contact details: hr@oudewerfhotel.co.za / 0218874608

Person requesting the advertisement: Wilzaan Wium