

Job title: HR Manager

15below's Vision:

To become the undisputed global leader in traveller communications by providing the single competitive advantage in travel: customer engagement through brilliant communications.

We make journeys easier and more enjoyable by giving our customers and their passengers a stronger sense of control. From disruption management to hyper-personalised pre-departure communications and mobile boarding passes, we build the technology to help companies stay connected with their customers at every stage of their journey.

Established in 2000, we have since grown to become one of the travel industry's major suppliers of passenger messaging solutions. More than 50 airlines, including Qantas, Virgin Australia, Ryanair and JetBlue use our notifications platform. With big ambitions for the future, it's time for us to expand our growing team and we're hoping you are who we're looking for.

The role:

We truly believe in technical and professional excellence. As part of a rapidly growing team of 115 people you'll share our values of Connected, Collaborative, Progressive, Knowledgeable and Enjoyable. With your knowledge and expertise, you will be helping 15below to continually push the boundaries.

This is a generalist HR role, and you are responsible for the successful delivery of global operational HR activities to our growing employee community. You will be an integral member of the HR team, working closely with the Head of HR, HR Administrator and Recruitment Manager.

What you'll be doing:

As part of this role, you will be responsible for:

- Contributing to the design, delivery and management of performance management processes and activities, helping to maintain and enhance our high-performance culture.
- Advising and supporting managers across locations on getting the best from their teams, including performance coaching and employee engagement.
- Working closely with the Recruitment Manager to resolve legislative and operational issues in the hiring process.
- Working closely with the HR Administrator and Recruitment Manager to ensure that the onboarding and induction processes are highly effective, and new joiners are settled in and up to speed as efficiently as possible.
- Collaborating with the delivery of the Wellbeing Programme and other employee engagement initiatives.
- Working with the HR and wider team to implement and enhance our Employee Value Proposition.
- Contributing towards the reward and recognition strategy and its on-going operation.

- Managing employee relations issues across a range of international employee groups, coaching the line managers and ensuring legislative compliance.
- Managing learning and development activity in line with our Learning and Development strategy, to meet company and individual needs, including conducting learning needs analysis, sourcing suppliers and evaluating ROI.
- Fostering collaboration and communication amongst team members.
- Participating in cross-functional process improvement initiatives.
- Perform other related duties as required and assigned.
- Adhere to 15below policies.

Skills we want:

- Experience working as an HR generalist in a variety of organisations, from SME to large multi-national, with the ability to apply learnings with a ‘best fit’ approach.
- An open-minded, innovative and forward-thinking approach to HR and a genuine belief in the value that HR can add to an organisation.
- Excellent judgement, initiative and ability to self-start on new projects.
- Excellent project management, organisational and communication skills.
- Good problem solving and analytical skills.
- Qualified to CIPD level 5 or above.

Skills to impress:

- Experience working with a globally dispersed team.
- International employment law knowledge.
- Experience working in a rapidly growing company.
- Experience working in a software development company or within travel tech.

What kind of person you are:

Naturally we’re looking for the best. We want someone who:

- Thrives on challenges, loves grappling with complexity and can make the most difficult concepts easy to understand using sincere and clear communication skills.
- Collaborates effectively with other disciplines and can be trusted to deliver.
- Wants to invent cool, progressive stuff that’s useful to the industry.
- Has a calm presence of mind and a strong sensible streak.
- Knows how to have a bit of fun now and again.

What’s in it for you?

Work is a big part of life, so it has to be challenging and enjoyable. This job is about empowering you to do your best work as part of a fantastic team.

Package	25 days annual holiday Private Medical Insurance Life assurance 5% Employer Contribution Pension Scheme
Flexible benefits	Various salary sacrifice schemes including:

Job Description

Other perks	- Cycle to Work scheme - Holiday Purchase scheme Free on-site massages, fortnightly 'wind-downs'
Reporting to	Head of HR
Location	Brighton, United Kingdom
Start date	ASAP
Hours	Full-time

Interested?

Email us at jobs@15below.com and share with us why you're perfect for this role.

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