



A Halma company



HR Manager

About Us

Halma Water Management (HWM) is a group of successful water conservation companies who have joined forces under a single sales, design and distribution network to manufacture and supply flow measurement, data logging, and leak detection solutions for the water industry. Our extensive experience and unrivalled innovation has made us a world leading team with an international reputation for technology, quality and service. Together, we provide an unparalleled range of products and services for the water industry.

We are proud to be part of Halma, a major worldwide technology group making safety products and products that improve quality of life. As an integral part of the Halma Group plc, Halma Water Management has the strength and credibility of a FTSE 100 plc Company with the financial resources to match.

Halma has been trading for over a century and has a level of corporate pride second to none. Their customers range from small enterprises through to some of the largest companies in the world, and they export products globally, currently to over 50 countries.

Job Purpose

We are looking for an experienced generalist HR Manager who can work with the business to shape up our policies and processes as well as supporting a broader HR agenda that will be key to enabling the business to achieve its ambitious growth plans.

This is a role that will work closely with managers and employees so we're hoping for an all-rounder who is happy to be the friendly face of HR on-site and is also adept at devising and implementing project plans or drafting new policies.

You will be part of a small HWM HR team supporting four different businesses in the UK and US and you will also interact with a global network of HR colleagues in the Halma Talent and Culture team. This role will assist the new HR Director to bring about positive changes across the business in line with our focus on being a Great Place to Work.

Main Responsibilities

- Be available to the leadership team, line managers and employees to respond to day-to-day people management queries and provide support as required.
- Responsible for defining, implementing and maintaining appropriate people management policies and processes across HWM.

- Responsible for the smooth-running of all operational and transactional people management activities – in collaboration with line managers.
- Daily management of the company HR Information Systems – including leading the implementation of Workday in 2024.
- Liaison with the Finance Team in relation to all payroll matters.
- Devise and implement a People Metrics dashboard providing data-driven insights to the leadership team and line managers.
- Support recruitment activities including in-house and external recruitment, liaising with recruitment agencies as necessary for temp and perm roles, arranging interviews and ensuring the quality of the employee onboarding experience.
- Oversee the provision of employee benefits, constantly seeking to improve our offering.
- Support all employee relations matters including advising managers and employees and liaising with external parties (legal etc) where required.
- Support line managers with absence management and employee wellbeing.
- Devise and provide training to the business on how to conduct effective people management practices.
- Oversee the work of an HR Administrator.
- Act as an ambassador for our mission to be a Great Place to Work and participate in diverse projects and activities to improve the experience of our employees and managers.

All employees have a legal duty to take reasonable care for the health & safety of themselves and of others who may be affected by their acts or omissions at work and to observe and follow the relevant systems, rules and methods of working.

The above is not an exhaustive list of duties and you will be expected to perform different tasks as necessitated by your changing role within the Company and its overall business objectives.

Qualifications/Skills/Experience

- Fully CIPD qualified (or significant proven track record in a HR Manager role).
- Expertise across all people management practises.
- Experience of working in a manufacturing environment is preferred, but not essential.
- IT literate and experience maintaining a HRIS. HR Systems implementation would be a real bonus.
- Fully conversant with UK employment law and some experience of supporting a workforce located outside the UK.

About You

- Pragmatist with a can-do attitude.
- Constantly looking to improve the employee and manager experience.
- Performance focussed.
- Strong attention to detail.
- Team player.
- Organised and methodical.
- Calm under pressure.
- Understanding of workplace culture.
- Desirt to add value and make a broad contribution to the HR team and HWM business.

How to Apply

To apply for this vacancy please contact hr@hwm-water.com, sending your CV along with a covering letter stating why you feel you are particularly suited to this role.