

Role Profile

Job Details

Position Title: **Strategic Resourcing Manager**

Reports HR Business Partner

Job Objective

- Hands on management of day to day recruitment operations
- Ensure that resourcing operations and process within area of responsibility are aligned to overall business and resourcing regional strategy and objectives
- Leads and maintains a resourcing service that implements high value solutions, maintaining strong understanding of best in class methods to attract, assess and select talent in assigned area of responsibility
- Delivers an ethical and customer focused resourcing service
- Expert in, legislative, HSE and resourcing practice; supports HR Business Partner contributing to overall regional strategy to meet resourcing challenges in assigned area of responsibility
- Acts as a partner to operational and functional leaders by understanding the specific business demand lookahead and operational business needs

Key Accountabilities and Responsibilities

- Provide consultative, problem-solving support for challenging business issues within assigned location(s) and deliver expert resourcing support to the business in a timely and cost-effective manner
- Management and administration of direct and indirect reports working locally and remotely, maintaining open and effective lines of communications
- Proven people management skills: ability to manage people issues in a fair and productive manner; motivate others to strive for excellence and manage the effective allocation of resources to meet business requirements
- Drive and deliver operational resourcing strategy to attract and engage staff, contract and key strategic hires within defined area of responsibility
- Management and negotiation of local supplier agreements, ensuring optimum service provision and value for money
- Work closely with operational teams to define how the resourcing strategy aligns to specific location and/or service line needs in the short, medium, and long term
- Expert in employment legislation, salary trends, the competitive landscape and the external factors that impact the supply of critical talent; understands the impact this has on local resourcing process and builds safeguards into local resourcing strategy
- Makes best use of resourcing technology and tools to tackle resourcing challenges under area of responsibility
- Plan and lead talent attraction campaigns with support from the HR Business Partner
- Hire, train and develop a professional resourcing team that delivers best in class resourcing services that exceed expectations of internal customers
- Maintain close relationships with Business Development Team(s) to understand the business demands, future project scopes and potential diversification of service lines and provide bid/tender support with available, suitable and qualified talent
- Provide intelligence to stakeholders on the internal and external talent landscape, market trends, availability, and mobility of the candidate pool

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- Accountable for utilizing metrics and reporting KPIs to evaluate performance and identify opportunities for improvement
- Proactively engage sharing of best practice, resourcing support, discussion of key strategic appointments and effective sourcing of internal talent
- Provide best in class advice to hiring managers on resource planning, assessment methods and interviewing
- Communicates resourcing and business strategy to local resourcing team(s) to ensure the alignment of resourcing activities in the region and to maximise efficiencies and delivery to the business
- Provide guidance and mentorship to recruiters, supporting them in identifying the most effective resourcing channels, tools and methods of assessment for their vacancies
- Champions the responsible handling of candidate data, ensuring adherence to company and legislative processes. Conducts regular audits to ensure compliance.
- Ensures consistent alignment to company values and behaviors

Working Relationships

Internal:

- Operational Leadership Team(s)
- HR Leadership Team(s)
- Strategic Resourcing Leadership Team
- Business Development Team(s)
- HR Business Partners
- Operational Line Management and Supervision
- Employees
- Marketing and Communications

External:

- Candidates
- Client personnel
- Contractors
- 3rd party vendors

Person Specification

Qualifications:

- Degree level qualification desirable but not essential

Knowledge, skills, and experience:

- Proven experience as a Team Lead
- Strong presentation skills and proven ability to negotiate and influence leadership internally and externally
- Experience of delivering high volume and complex recruitment campaigns
- Experience of presenting solutions to customers and working in partnership to deliver to agreed customer requirements
- Experience of working with Business Development (tenders and proposals) to enable forward planning and enhance delivery

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Personal attributes:

- Interpersonal savvy and self-awareness: Can relate well with others; considers and responds appropriately to the needs, feelings, and capabilities of different people in different situations, is tactful, compassionate, and sensitive, and treats others with respect. Understands how others perceive them and can flex their own style to the situation for greater effectiveness
- Results Driven Self-starter: Takes initiative and consistently delivers results of the highest quality, personally and through his/her staff, take accountability for one's work, has a sense of urgency, overcomes hurdles, and ensures that results are delivered
- Able and willing to roll up one's sleeves and do what it takes to deliver results; willing to handle both routine tasks and be an agile learner taking on new responsibilities that challenge and exceed what the person has done before
- Customer Service Orientation: Has a service orientation to internal clients, being responsive to needs, effectively managing expectations, and facilitating self-sufficiency in others, where possible.
- A collaborative nature, with experience of senior decision makers across diverse markets and geographies
- Business Savvy: learns the core elements of the business, how the organisation works, functional and position specifics to ensure effectiveness across the business and applies that in the recruitment and selection to identify talent
- Strength of character to deal with challenging stakeholders to ensure compliance with code of conduct, and Resourcing Procedures. Ability to use judgement and understand when to push back the skill to do this