

Human Resources Placement.

Working at our Head office in Skipton, North Yorkshire, this is a great opportunity to gain a real insight into the role of a HR professional in a busy, faced-paced environment. Working with a supportive team around you, the role will equip you with skills that will stand you in good stead to tackle your last year at university and a career in HR in the years thereafter.

What you'll do:

During this year-long sandwich placement, you'll get involved in all areas of HR – from managing new starter induction days to processing employee benefits, keeping records of absence and monitoring the return to work process. The role will involve liaising with various employees across the business – from site operatives to Directors – to provide support on all HR related matters. You will also contribute to HR projects including research, data analysis and supporting with proposals.



**I applied
because the
role is so
varied.**

**I wanted to
complete a
placement
which gave me
a broad insight
into the world
of HR.**



Emily
HR



Why us?

JN Bentley is a rapidly expanding organisation with a current turnover of £169 million. This is generated from projects within the building and civil engineering sectors, seeing a 26% increase on the previous year and allowing us to reach the 1250 employees milestone in 2017. To continue to build upon our recent successes, we have invested over £1 million and 17,600 training hours into our most valuable asset – our employees.

What we'll offer:

- A fantastic development scheme with a view for you to return to us as a graduate.
- Competitive financial package including a final year sponsorship opportunity.
- Opportunity to work within a family-feel organisation with over 1250 employees.
- Wellbeing Package.
- A turkey at Christmas (Or vouchers).
- Flexible start date.

What you'll bring:

- You must be studying towards obtaining a full-time business degree, related to HR and be eligible to work in the UK.
- A friendly, polite approach to work, with great communication skills – the team is supporting the business and its people after all!
- Strong organisational and problem-solving skills with the ability to juggle numerous projects simultaneously.
- Great teamwork skills – you'll be a key part of the HR team – but you'll need to be able to work independently and have the ability to prioritise your workload effectively.
- A sense of humour whilst juggling a number of different tasks.
- A strong work ethic

What are you waiting for?
Start your application today:



www.jnbentley.co.uk



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JN Bentley Ltd