



Advert

Human Resources Department Human Resources Business Partner Professional 5 Permanent Contract

Dublin City University

Dublin City University (DCU) is a young, ambitious and vibrant university, with a mission 'to transform lives and societies through education, research, innovation and engagement'. Known as Ireland's 'University of Enterprise', DCU is a values-based institution, committed to the delivery of impact for the public good. DCU was named Sunday Times Irish University of the Year 2021.

DCU is based on three academic campuses in the Glasnevin-Drumcondra region of north Dublin. More than 18,000 students are enrolled across five faculties – Science and Health, DCU Business School, Computing and Engineering, Humanities and Social Sciences and DCU Institute of Education.

DCU is committed to excellence across all its activities. This is demonstrated by its world-class research initiatives, its cutting-edge approach to teaching and learning, its focus on delivering a transformative student experience, and its positive social and economic impact. The university continues to develop innovative programmes in collaboration with industry, such as the DCU Futures suite of degrees, which are designed to equip graduates with the skills and knowledge required in a rapidly evolving economy.

DCU's pursuit of excellence has led to its current ranking among the top 2% of universities globally. It is also one of the world's Top Young Universities (QS Top 100 Under 50, Times Higher Top 150 Under 100). In the Times Higher Education University Impact Rankings 2021, DCU ranked 23rd in the world for its approach to widening participation in higher education and its ongoing commitment to eradicating poverty, while it ranks 38th globally for its work in reducing inequality and 89th globally for gender equality.

The university is ranked 23rd in the world and first in Ireland for its graduate employment rate, according to the 2020 QS Graduate Employability Rankings. Over the past decade, DCU has been the leading Irish university in the area of technology transfer, as reflected by licensing of intellectual property.

Overview of the department

Dublin City University is organised around five academic faculties with their associated Schools and Research Centres. There are also a number of supporting offices and units together with campus (commercial) companies. The Human Resources (HR) Department is a central administrative department, which is responsible for providing a complete human resources service to these faculties, departments and campus companies.

Role Profile

Reporting to the HR Management and the HR Team Lead, the HR Business Partner will provide a comprehensive and professional service to key stakeholders including Executive Dean of Faculty, Heads of School and Heads of Units/Centres/Companies and their staff. The Business Partner will also be assigned a HR Generalist and will be responsible for supervising and developing the postholder.

Areas of Focus

- Work with key stakeholders including Executive Dean of Faculty, respective Heads of Schools and Head of Units/Centres/Companies to ensure resource planning, talent management and succession planning objectives are met
- Implementation of Recruitment and Selection framework to meet stakeholders resource requirements
- Advise on employee relations and employee welfare issues
- Participate as an active member of the team on various HR projects needs

Qualifications and Experience

The successful candidate must have a primary degree preferably in Human Resources or a related area and ideally be a member of the CIPD. The successful candidate will have a significant record of success of working in similar Business Partner role (minimum of three years) within a Human Resources Department.

Essential

- Have the ability to develop and maintain excellent working relationships. They will be flexible and demonstrate a high level of initiative, interest and energy with an ability to deal with high volumes of activities.
- Be comfortable in advising and assisting line managers and colleagues on medium level employee relations issues as and when they arise
- Be comfortable in managing multiple priorities in all periods, including those of high pressure
- The ability to work as part of a team and assist colleagues in reaching collective objectives

Ideal

- Experience of providing HR support within a public sector environment, preferably within higher education
- Be curious and eager to learn and ability to navigate ambiguous situations

Salary Scale:

Professional 5 - €50,176.00 - €60,452.00 (refer to [DCU Payscales](#) for the applicable payscale for the role.)

Appointments will be commensurate with qualifications and experience, and will be made on the appropriate point of the salary scale, in line with current Government pay policy.

Closing date: Friday 8th July 2022

For more information on DCU and benefits, please visit [Why work at DCU?](#)

Informal Enquiries in relation to this role should be directed to:

Ms. Sharon Gaffney, Recruitment & Selection Manager, Human Resources Department, Dublin City University.

Email: sharon.gaffney@dcu.ie

Please do not send applications to this email address, instead apply as described below.

Application Procedure:

Application forms are available from the DCU Current Vacancies website at:

https://www.dcu.ie/hr/hr-current-vacancies-internal-competitions?check_logged_in=1

Applications should be submitted by e-mail with your completed application form to

hr.applications@dcu.ie

Please clearly state the role that you are applying for in your application and email subject line:

Job Ref #NR232 Human Resources Business Partner

Dublin City University is an Equal Opportunities Employer

In line with the Employment Equality Acts 1998 – 2015, the University is committed to equality of treatment for all those who engage with its recruitment, selection and appointment processes.

The University's Athena SWAN Bronze Award signifies the University's commitment to promoting gender equality and addressing any gender pay gaps. Information on a range of university policies aimed at creating a supportive and flexible work environment are available in the [DCU Policy Starter Packs](#)