



Heartwood

Part of the Handelsbanken Group

HR Business Partner

About us

Heartwood is a wholly owned subsidiary of the Handelsbanken Group and is responsible for all wealth and investment management activities of the Group in the UK. Handelsbanken offers local relationship banking, wealth management advice, (provided by Handelsbanken Wealth Management) and investment management (provided by Heartwood Investment Management) to personal and corporate customers through its fast-growing network of over 200 branches across the UK. Our success is evident from the significant organic growth achieved in recent years, and we now have more than £3.3 billion of client funds under management and administration ('AUMA') as at 30th September 2017. For over 25 years we have been trusted by investors such as FTSE 100 directors, entrepreneurs, leading UK charities, pension funds, private equity partners and hedge fund managers.

Founded in Sweden, Handelsbanken has become one of the world's strongest banks, with a culture focused on client satisfaction.

This is an opportunity to join a successful and fast-growing national organisation with the added benefit of being part of a significant multinational group.

The Handelsbanken Group is deeply committed to embedding good equality and diversity practice into all of our activities so that Heartwood is an inclusive, welcoming and inspiring place to work, regardless of age, disability, pregnancy and/or parental status, ethnicity, religion, sex, gender reassignment or sexual orientation.

We encourage and welcome applications from across the global community and all appointments are made solely on merit.

Salary & benefits

- Competitive market rates
- Group personal pension scheme, private medical insurance, life insurance, income protection insurance, preferential staff rates, 25 days holiday, season ticket loan, long term profit sharing scheme

Our role

We are recruiting for an HR Business Partner to work alongside our teams across our Asset and Wealth Management business. This is a generalist role with a wide range of business activities including compensation and benefits, training and development, recruitment and on-boarding, organisational development, employment relations and regulation implementation.

Main responsibilities

The primary objective of this role is to provide a comprehensive HR Business Partner service including advice, coaching and managerial and employee support within the business functions.

- Work with the business to embed succession planning and diversity by attracting, recruiting and developing employees
- Manage the design and delivery of the 2018 Summer Internship Programme
- Produce and implement Training and Competence initiatives within a regulated environment
- Manage the Training and Competency requirements for regulated individuals, including CF30 applications to the FCA and Fit and Proper adherence for all regulated and non-regulated individuals
- Develop and present training modules in line with the needs of the business, including regulated training with our Risk and Compliance function, as well as skills training within the areas of leadership, relationship management and sales
- Ensure adherence to regulation such as MiFID II, Senior Managers Certification Regime, Gender Pay Gap Reporting and General Data Protection Regulation
- Manage the appraisal process with managers and employees

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heartwoodgroup.co.uk

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Heartwood is a trading name of Heartwood Wealth Management Ltd which is authorised and regulated by the Financial Conduct Authority in the conduct of investment business, and is a wholly-owned subsidiary of Svenska Handelsbanken AB (publ). Registered Head Office: London address above.

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- Coordinate the Compensation and Benefits packages including industry benchmarking data
- Advise Line Managers on the legislative and best practices in association with people management
- Ensure good administrative order in line with internal and external procedures
- Review, revise and communicate changes to policies and procedures due to external changes
- Provide timely and accurate MI for the Management Group and the Board
- The role requires you to be up to date on external developments in HR and the effects on the Wealth Management/Investment Management sector

Person specification

The successful applicant will have proven experience working as an HR Business Partner within a regulated environment; in particular experience within Asset and Wealth Management is beneficial.

You will have skills of building rapport in a high paced environment and will be able to communicate at a senior level as well as delivering to tight deadlines.

This area of work involves a high degree of integrity and diligence. You will be innovative and highly self-motivated as well as having the ability to work well within a small team environment.

Interpersonal skills:

- Strong written and verbal communication skills
- Self-confidence and self-motivated
- Willingness to work hard
- Good problem-solving and decision-making abilities
- Attention to detail and accuracy
- Excellent time management
- Team player
- Ability to maintain confidentiality
- Demonstrate the Heartwood and Handelsbanken Culture

Academic:

- CIPD qualified to level 4 or above
- Undergraduate degree or 4+ years of comparable work experience; specialism in Human Resources is preferred

Experience:

- Previously held a HR role within the Wealth or Asset Management sector
- Ability to assess risk to the business and to escalate where required
- Confidence to liaise with internal stakeholders, staff and external parties

Contact

Please send your CV and cover letter to careers@heartwoodgroup.co.uk. For any further questions please contact 020 7045 2599