The LETTA Trust

c/o Bygrove Primary School, Bygrove St, Poplar, London, E14 6DN

To start **1st August 2021**, we are looking for an

HR Manager

£34,689- £35,949 (all year round)

At the LETTA Trust we believe that a high quality education has the power to combat social inequality and to change lives. Our pupils are at the heart of everything we do. They are happy, friendly and well-behaved and they love learning.

We are a small multi-academy trust with 2 primary schools located in the East End of London. Our dedicated staff team is the key to success; building strong relationships, working together and looking after each other are important. Our HR Manager has a crucial part to play in recruiting, retaining and developing our people.

Are you committed to **excellence** for the children in the Trust?

Do you have great **interpersonal skills** and the ability to build strong **relationships**?

Do you seek to **improve your own practice**?

Do you have a **positive attitude** and a **sense of humour**?

Are you a **solution finder** who can act on your **own initiative**?

Yes? Then your future is with the LETTA Trust!

The successful candidate will be part of the Trust's central services team and will work closely with the Chief Finance Officer and the Office Managers and Headteachers in each school.

This post is vacant due to the promotion of our current HR Manager. It is an excellent opportunity for someone who is looking to specialise in schools HR management. We offer you the opportunity to develop your expertise through a programme of bespoke training and regular 1:1 development meetings focusing on personal reflection, coaching and problem-solving. In future, as our Trust grows, there is potential for this post to grow too.

To discuss the post please contact Rabea Begum via email: hr@letta.org.uk

For an application pack visit: https://www.letta.org.uk/**join-us**/

Closing date: Friday 16th July 5pm
Interviews: Wednesday 21st July

We are an inclusive employer and strive for equity in the workplace. We welcome your application whatever your ethnic background, gender, ability, sexuality, religion or age.

The LETTA Trust is committed to safeguarding children and young people. All post holders are subject to satisfactory enhanced DBS checks.