



COMPANY: Navi Group
ROLE: HR Business Partner
LOCATION: Dublin

Navi Group is a privately owned and privately funded Irish organisation comprised of a portfolio of related companies including, Axiom Buying Group (Wholesale), CarePlus and StayWell Pharmacies (Retail) and TouchPlus (Technology). With over 90 branded pharmacies across Ireland and more than 500 pharmacy partners nationally, Navi Group is the largest and most influential retailer of pharmaceutical products in Ireland.

Over the coming years Navi Group has an ambition to grow their footprint across mainland Europe and to diversify its business to include higher value activities within their existing supply chain.

As a part of its strategic development and growth, the Navi Group is creating a new role of HR Business Partner. This is a critical role in supporting the Company's development and working in tandem with the Senior Management Team ("SMT") will play a key role in supporting an ambitious strategy.

Role Overview

The HR Business Partner will help develop, drive, and align the organisation's people strategy with its business strategy. This role is a HR functional expert and a people champion, but also a change agent and a strategic partner for the business. Together with the SMT and line managers, the HR Business Partner will work on setting priorities, driving values, and delivering business results. This role is a 3 day a week role and will be required to be worked over a 4-day period, days may vary depending on business need and in line with the Hybrid working policy that is in the place in the business.

Expression of interest in the role, please email CV to careers@navi.ie

Role Specification:

- Strategic planning: Responsible for helping the organisation focus on the people strategy to support the business for now and the future.
- Reskilling and upskilling: Identify training needs and the appropriate learning and development interventions in aligning training programs with business objectives.
- Workforce planning: ensure the company's workforce has the right size, shape, cost, and agility for the future.
- Attraction, Recruitment and Onboarding/Off boarding; Continuous development of appropriate processes and procedures, ways of working and better practices in this area to ensure that business has appropriate skills and tools to manage day to day.
- Succession planning: Work with leadership team provide relevant tools and frameworks and support to select and develop key talent to ensure there is talent to fill critical roles.
- Partnering with managers in the business on performance management, KPI's, leadership capability, and employee engagement and events management. Source better practices, thought leadership, develop, evolve, and implement appropriate interventions. process, systems, and ways of working in these areas.
- Coaching and consulting leadership about HR matters: Have a clear understanding of the way current and future challenges affect the people in the business.
- Provide effective advice and mentoring to key stakeholders, advisor in people and HR.

- Empower Leadership team to handle any people matters in the business, through appropriate advice, counsel, having developed relevant HR Policies, frameworks, and toolkits to support in managing the day of day in the business.
- Employee relations: Resolve employee relations issues by providing guidance to managers on how to handle employee relations issues effectively and manage any third party supports required in this area.
- HR analytics: Analyse metrics related to employee engagement, retention rates, turnover rates, etc., to identify trends and make recommendations for improvement. Development of People/HR Dashboard and use insight driven approach and external thought leadership to support good governance and continuous improvement in HR and People.
- Vendor management: Responsible for any vendor management in the areas of HR, recruitment, engagement, employee wellbeing, learning and development and budget management related to same.
- People event management: work with relevant business stakeholders in managing this area and driving a HR calendar of activities to drive employment engagement in the business.
- Work closely with the payroll function related to pay and benefits.
- Business Projects as required.

Skills/Experience Requirements

- Excellent communication skills
- Strong analytical skills
- Ability to work independently, self-starter.
- Ability to work under pressure.
- Strong organisational skills
- Ability to manage multiple projects simultaneously.
- Professional, High Integrity and Discretion
- Business and Commercial Acumen
- Drive, Judgement; insight driven approach.
- Ability to develop relationships and influence relevant stakeholders in and outside the business, comfortable and a proven track record of dealing with senior levels within an organisation, board level exposure desirable.
- Pragmatic, Critical thinking and effective Conflict Management, facilitation, and mediation approach

The following qualifications are required for a HR Business Partner:

- 7+ years of experience in Human Resources
- 3 + years additional professional experience in a service-related area and or High Growth SME Sector
- Diploma Human Resource Management or related field