

Candidate Information

Head of Operational HR
&
Service Manager Pay and Systems
March 2025



Bal Jacob

Director of Workforce and Local Services



Thank you for your interest in our leadership roles within Workforce Services.

In Workforce Services, our purpose is to empower and enable others to create value through our efforts. We work hand-in-hand with leaders, teams, and employees to provide services and solutions that help everyone be the best they can be and make a real difference to the community of Warwickshire.

This is an incredibly exciting time to join our team. We've recently reorganised to become more efficient, responsive, and customer-centric. The two roles we're looking to fill are pivotal to this transformation.

At Warwickshire, our behaviours are the foundation of everything we do. We're on the lookout for proactive individuals who focus on solutions and do what they say they will do. We need leaders who can set clear visions for their teams and inspire them to excel.

We hope you're as excited about these opportunities as we are. Do not hesitate to get in touch to arrange an informal discussion about these exciting roles. We can't wait to hear from you.

Welcome to Warwickshire County Council

Warwickshire County Council is an award-winning local government organisation at the heart of democracy.

As a local authority committed to excellence, we have a wide range of roles. Whether this is providing specialist care and support to the most vulnerable in our communities, or championing Warwickshire as a choice for business through to our work to promote economic growth and innovation.

Warwickshire is famous the world over as Shakespeare's county — but that's only half the story. We're also vibrant and modern. One of the fastest growing commercial regions in the UK; we're home to many leading companies and developing exciting opportunities for everyone who lives and works here.

We pride ourselves on being an innovative employer who likes to encourage new ways of working.



Benefits

Both these roles are full time at 37 hours per week (Monday to Friday) hybrid working.

We also have a great employee benefits package which you can take advantage of, including:

- ✓ LGPS (Local Government Pension Scheme)
- ✓ Generous holiday allowance
- ✓ Ability to buy additional annual leave
- ✓ Car Lease Scheme
- ✓ Shared Cost AVC pension scheme
- ✓ Health Cash Plan
- ✓ Cycle to Work Scheme
- ✓ Free staff parking at our Warwick office
- ✓ Employee lifestyle discounts scheme
- ✓ Discounted local gym memberships
- ✓ Health & Wellbeing support
- ✓ Multiple staff networks
- ✓ Enhanced family friendly policies





How to Apply

- Please apply by completing your application on our jobs portal by visiting www.warwickshire.gov.uk/jobs
- Closing date for completed applications: midnight on Monday 14th April 2025

For any questions, additional information about the role or the application process please email:

Bal Jacob – Director of Workforce and Local Services:

BalJacob@warwickshire.gov.uk

Tony Bryant – Interim Head of Operational HR:

TonyBryant@warwickshire.gov.uk

Holly O'Sullivan – Resourcing Practitioner:

HollyOSullivan@warwickshire.gov.uk



Application Process

1. Application closing date: *Midnight Monday 14th April 2025*
2. Shortlisting: *Tuesday 15th April 2025*
3. Formal selection process (held at Shire Hall Warwick): *w/c 12th May 2025*