



## HR Generalist - Naas, Co. Kildare 6 Month Maternity Cover Contract

We are seeking to recruit with immediate effect, a full-time, 6 month Maternity contract HR Generalist to join the HR team in Head Office, Naas, Co Kildare. Candidates must demonstrate the necessary interest, capability, performance and enthusiasm in line with the requirements of this role.

### **The Company**

Nua Healthcare specialises in providing Residential care, Community outreach and Day services to adults and children with complex support requirements on both the Intellectual Disability and Mental Health spectrums. We pride ourselves in providing true person-centred care for individuals in their own home or in appropriate community-based care facilities.

### **Benefits**

- Employee Benefits Package, including:
- Company Pension
- Death-in-Service/Life Assurance
- Discounted Health Insurance
- Education Assistance
- Employee Assistance Programme (EAP)
- Paid Maternity/Paternity
- Employee Referral Scheme
- Flexible working hours
- Continuous Professional development
- Fantastic development & career opportunities
- & more.....

### **Essential Criteria:**

- 2-5 years' experience in a similar role
- Degree qualified in Human Resources, Business and/or Administrative field
- CIPD qualified
- Strong knowledge of Irish employment legislation
- Excellent attention to detail
- Strong IT/PC skills with experience of complete Microsoft Office suite
- Strong communication and interpersonal skills
- Excellent time management, administration and organisational skills
- Ability to work well under pressure, to strict deadlines, in a fast-paced environment
- Self-starter/Self-motivated
- Full clean Driver's License

### **Desired criteria for the post:**

- Business Process Improvement experience
- Strong Employee Relations experience & exposure

To apply, submit an up-to-date Curriculum Vitae & cover letter to [recruitment@nuahealthcare.ie](mailto:recruitment@nuahealthcare.ie)

Full job description for this role can be obtained upon request