

## We are recruiting a HR Manager to help expand and develop our team in line with business growth

We started with a vision. We've stuck to our four key principles: **Fresh. Smart. Open. Real.** And our strong foundations mean Synergy Vision continues to grow.

That's why we're looking for an experienced **HR Manager** ideally with a professional HR qualification, to optimize SV's people management and maximize their effectiveness. The position will be responsible for HR management in SV's main office in the UK, as well as our smaller satellite offices in Sydney and Dublin.

## At SV, you'll have the opportunity and support to become the best at what you do.

The HR Manager is a new role for SV, and we're looking for someone with a relevant bachelor's or master's degree, ideally with a professional HR qualification (e.g. CIPD), who can hit the ground running. The candidate will bring in-depth HR knowledge and awareness of latest trends, best practices and ethics. Excellent oral and written communication skills, with a confident and engaging approach, are a must, to help lead, motivate and inspire all employees across the business. A clear focus on effective planning and the ability to multitask is critical in order to manage the complexity of the needs of the business and individuals. You'll be a keen problem-solver and display high levels of integrity. As our HR Manager, you will:

- Effectively manage HR activities on a day-to-day basis in compliance with statutory requirements
- Develop strategy to ensure continued HR operational excellence within SV
- Understand the needs of an SME and support the Leadership Team and Board to achieve their overall strategic goals
- Design and deliver a range of generalist HR projects (such as policy development, personnel documentation, data updates and bespoke L&D initiatives)
- Provide HR advice and guidance to managers across a variety of issues, such as HR policy, recruitment, onboarding and employee development and relations
- Apply expert knowledge to handling complex employee relations issues, such as redundancy, disciplinary, grievance and performance management
- Manage employee development and develop appraisal systems
- Conduct salary benchmarking exercises and manage the benefits portfolio to ensure the organisation remains competitive as an employer.



London, with global responsibilities



Permanent, with flexible working available



Competitive, dependent upon experience

## We want to know your vision.



Please submit your CV and a brief covering letter to:  
[careers@synergy-vision.com](mailto:careers@synergy-vision.com)

SV has built a dynamic team culture that nurtures and invests in people like you.

Our people:

### Take a fresh approach.

They're passionate about the potential for medical communications to transform healthcare, and are motivated to develop themselves as part of developing their careers. They see what's possible, and want to work in an environment where asking 'why?', 'what if?' and 'so what?' is just part of the process of delivering creative and innovative projects.

### Work smart.

They can zero in on the details while keeping the big picture – delivering the difference – in mind. They use planning and organization in order to stay flexible for and open to change in a fast-paced agency environment. They're comfortable working collaboratively and independently – and can quickly spot which approach is needed for a given situation.

### Stay open.

They build client relationships through excellent communication, interpersonal skills, full transparency and continually seeking new information and ideas. They're able to accept constructive feedback, and use it as a catalyst for growth. They want to achieve personal and professional satisfaction.

### Are real.

They're cyclists and artists and home chefs and bookworms and dog-lovers. They're funny and kind and quiet and loud and a little bit different. They're people like you.

SV delivers the difference to you with benefits including:

- Competitive salary
- Pension
- 26 days holiday pro-rata
- Flexible working
- Breakfast
- 4-day work week
- Season ticket loan
- Duvet days
- Birthday lie-in
- Perkbox rewards scheme
- Option to purchase additional holiday
- Childcare vouchers
- Employee assistance programme

Staying true to our vision means we now have offices in London, Worthing, Dublin and Sydney – securing a strong future for our employees and clients alike. As we look towards what's next for medical communications and SV, we want to know:

What's your vision?

