

HUMAN RESOURCES AND RECRUITMENT

Overview

Motivated and engaged employees are key to an organisation's success and substantial time and investment is made to attract the right candidates. Human Resources (HR) departments may be 'in house' in an organisation or part of an outsourced consultancy, where they may offer support and services related to recruitment of new candidates, learning and development, coaching and retention of existing staff, diversity and equality, performance and rewards, payroll and pensions, employee relations, wellbeing and policy. Many medium and large firms offer internships, placement and graduate schemes.

Recruitment agencies support the sourcing of candidates by offering recruitment and screening services, often brokering the relationship between a potential candidate and employer. Roles in this sector are often sales and target based, with the opportunity to earn commission and rewards. Executive Search services use networks and direct contact with senior level employees to fill potential vacancies. Some are sector specific.

Outplacement and change management consultancies may work with organisations facing restructures, mergers or redundancies and offer services to support employees through the transition.

Roles

Here are some examples of job roles which can be found on targetjobs.co.uk and prospects.ac.uk:

[HR Officer](#)

[Equality and Diversity Officer](#)

[Careers Consultant](#)

[Ergonomist](#)

[Management Consultant](#)

[Training and Development Officer](#)

[E-Learning Course Developer](#)

[Occupational Psychologist](#)

[Recruitment Consultant](#)

[Chartered Institute of Personnel and Development \(CIPD.co.uk\)](http://CIPD.co.uk) qualifications are often sponsored by employers and are usually required for senior level positions.

Different specialisms may be available, for example, Early Careers may involve the recruitment and development of apprentices, interns, placement students and graduates and Talent Acquisition may involve recruiting and training leaders and specialists for the long term.

Finding Opportunities

Check [My Jobs Online](#) for vacancies and visit campus career fairs and employer presentations to find out more which employers are advertising vacancies and coming onto campus.

[LinkedIn](#) can be a valuable way to network and job search and many recruiters check if you have a profile.

Larger companies and recruitment agencies may offer internships, placements and graduate schemes.

[People Management Jobs \(pmjobs.cipd.co.uk\)](#) The CIPD job portal

[MichaelPage.co.uk/recruitment-jobs](#)

[earlytalent.reedglobal.com/graduates](#)

[CareersinRecruitment.com](#)

[Instant-Impact.com](#)

[BrightNetwork.co.uk](#)

[Chambeau.com](#)

Building Experience

Internships and placements may be offered by some companies. Due to the confidential nature of the work, shorter term placements may not always be possible in an HR department, but gaining experience working with others in a customer service or office environment, training new colleagues in a part time job, having supervisory or management experience, leading a team or project and operating a company database or system can all provide valuable relevant transferable skills.

Exploring Further

[CIPD.co.uk/careers/routes-into-profession](#)

[Recruitment and Employment Federation \(rec.uk.com\)](#)

[PersonnelToday.com](#)

The skills and knowledge you've developed in your degree will be valuable in a wide range of roles and sectors. If you're thinking of looking further afield but aren't sure where to start, why not visit the Explore pages of our website or book an appointment with one of our Careers Consultants?

