



## **Job Specification:**

**Position:** Head of Talent

**Responsible To:** CEO

## **Background:**

Seopa Ltd is one of the UK's leading financial price comparison companies. As well as providing our comparison software and systems to other companies, we also operate our own insurance comparison brands - Quotezone.co.uk and CompareNI.com, which generate over 3,000,000 quotes per year.

Our systems enable insurance providers to place business with customers from their target markets and make it easy for consumers to find providers who can meet their financial product requirements at market leading prices. Additionally, our affinity partnership arrangements enable other companies to use our quote engines to increase the range of services offered (and revenue generated) by their websites.

With over 400 financial partners in the insurance industry and numerous affinity partners who use our powerful technologies, we are a trusted, respected, successful and profitable company.

Our success has been recognised by a series of awards including seven consecutive Deloitte Technology Fast 50 awards, a Deloitte EMEA Technology Fast500 award in 2013 and the prestigious Deloitte Best Managed Companies award in 2017.

Based in Belfast, with branch offices in Romania, we currently have over 50 staff engaged in Software Development, Account Management, Sales, Marketing and Business Development.

As a rapidly growing company who has enjoyed unprecedented growth in the last three years, we are seeking to appoint a dynamic, hands on and experienced Head of Talent Management to join our Senior Management Team and help us on our journey as we double the size and profits of our business in the next three years, both in Belfast and Timisoara.

## **Role Description:**

As our Head of Talent Management, you will:

- Take overall responsibility for our recruitment strategy.
- Ensure we meet our ambitious recruitment targets.

- Own the of setting, implementation, upkeep and continuous refinement of our international human resource strategy to include:
  - Ensuring appropriate training, onboarding & development of our staff,
  - Assisting in consistent, staff appropriate, goal and target setting,
  - Ensuring we maintain a high and consistent standard of employee development reviews across our teams and sites, and
  - Utilising talent management software in order to identify skills gaps to influence training, project resource planning and succession planning.
- Ensure the company operates competitive staff remuneration and benefits packages across its locations.
- Advise the other members of the senior management team on HR aspects of the company's strategic growth plans.
- Mentor current and future management on HR practices required for their roles.
- Take responsibility for ensuring company culture is a key driver in everything we do.
- Establish, negotiate and maintain opportunities to promote our brand to short and long term prospective employees.
- Take ownership of the company's Corporate Social Responsibility initiatives.
- Regularly report to the CEO on your progress on all related activities with quantifiable results.
- Go the extra mile in everything you do to contribute to our success.

### **Key Requirements:**

As our Head of Talent Management, you will have:

- A track record of attracting high quality candidates to an indigenous high growth technology company.
- Proven ability in attracting, developing and retaining staff.
- A demonstrable ability to handle sensitive HR issues and ensure compliance with appropriate legislation.
- Experience in evaluation and strengthening of culture in a company.
- Experience in benchmarking, advising on and negotiating salary and benefit packages.
- Good common sense and commercial acumen.
- Minimum of 2:1 degree, preferably in a related discipline and preferably along with other related qualifications.
- At least 10 years' experience in an HR or Talent Management Role, with 3 years at HR Manager / Department Head or Director Level.