

PEOPLE TEAM

People Partner

Who we are

Here at Virgin Australia, we live by our company values. Coming to work every day with Heart, Spirit, Imagination and Collaboration. Our People are the heart of our organisation and the People team come to work every day to make sure we are supporting each and every one of our employees to be their very best.

The People Partnering team works across all businesses of the Virgin Australia Group and are dedicated to provide the very best in HR support.

Your role

Your role as a People Partner is to provide strategic and impactful Business Partnering across all four Virgin Australia Business's. Virgin Australia Airlines & Cargo, Virgin Australia Regional Airlines, Velocity & Tiger Air Australia.

You will deliver key people strategy initiatives across the group and partner effectively with leaders to delivery divisional and business unit strategy's through leading edge HR advice and consultation

People Strategy

- Support in the development of client group specific people plan initiatives to assist the business in developing culture, capability and a highly engaged and effective workforce to achieve business success.
- Partner with leaders of the business to implement their people plans in a cost effective, efficient, people focused and sustainable way and enable them to deliver on their strategy
- Through strong relationship management engage with Leaders across the business in rolling out key People Initiatives including but not limited to, People Survey, Remuneration Process, Performance Reviews, Talent & Leadership Frameworks.

Policy & Procedure

- Act as a trusted advisor to key stakeholders and provide advice and support on key People matters.
- Provide advice to managers and employees in the interpretation of workplace agreements and HR policies on escalated Tier 1 enquiries
- Continue to monitor, review and implement changes to HR policies to ensure accurate and consistent information is provided to employees

Performance Management & Grievances

- Provide coaching and advice to management in relation to conducting employee disciplinary processes on escalated Tier 1 enquiries
- Advise and support managers regarding complex grievance and conflict management
- Ensure accurate and robust documentation of employee matters within the People case management tool

Systems & Continuous Improvement

- Identify process improvements and assist in the development of solutions to continuously improve customer service & employee engagement with the People team.
- Manage compliance of all HR advice and services with governance protocols, ensuring that policies and procedures, as well as legislative requirements, are followed and adopted appropriately and consistently in the client portfolio
- Adhere to People Team SLA's regarding response time for People enquiries.

About you

You are a passionate people person who acts as an ambassador for the Virgin Group brands and lives the values of heart, spirit, imagination and collaboration. You are an experienced and professional HR practitioner who is able to positively influence others and lead the way in championing the importance of a Purpose lead organisation.

You understand the importance of the People team function and your role to enable leaders help to achieve our vision, of "Changing Aviation for good by Changing Lives for Good"

Additionally, you will have

- A HR degree and generalist HR/IR experience in a fast paced, dynamic environment
- A strong commitment to delivering customer service and continual improvement in service delivery
- Ability to influence key stakeholders & navigate sensitive matters
- Ability to deliver on HR protocol with an empathetic and caring style
- Demonstrated experience working in a fast-paced and dynamic environment
- Effective organisational and time management skills with the flexibility to work to SLA's and multiple deadlines
- An exceptional team player attitude, willing to help others out in order to deliver for the business
- The ability to learn and effectively use a broad range of platforms/systems (Versa Case management, Live Tiles – Microsoft 365, Share point, Power BI)