



5 Dimensions Trust is currently advertising for the following permanent opportunity.

People Services Advisor
Salary Grade 6 - £29,269 - £33,024 p.a FTE
Term Time working weeks or 52 weeks considered

Hours of work – 37 hours per week
Monday to Thursday 8.30am – 4.30pm, Friday 8.30am – 4.00pm
with a half hour unpaid break

We have a fantastic opportunity for an enthusiastic People Services Advisor to join the growing friendly, busy central People Services team of the 5 Dimensions Trust. The successful applicant will play a vital role in acting as a point of expertise for employee relations queries, providing helpful and proactive support and advice to managers and employees on a broad range of policies and processes within our Trust.

You will be enthusiastic, motivated with a strong can-do attitude. You will have at least 2 years previous experience in a generalist Human Resources/People Services environment and experience of advising on employee relations matters. You will ideally be part or fully CIPD Level 5 qualified or have equivalent experience. Knowledge of basic employment legislation is required. Excellent interpersonal and communications skills, including the ability to relate well to people on all levels with sensitivity, tact and diplomacy is required.

The schools within the 5 Dimensions Trust are consistently ranked amongst the highest-achieving schools in Milton Keynes. We are on a mission to make our Trust the very best place to work and study and place the wellbeing of our staff at the forefront of our actions.

Professional development is of a high quality; colleagues engage in a range of CPD. All staff identify a 5-year career pathway supporting them to grow and be the best version of themselves. Our pension scheme is generous, as is our incremental pay progression.

Closing Date: 9.00 am Wednesday 18th September

Interview date: TBC

To view full details and apply online, please visit <https://mynewterm.com/jobs/586717/EDV-2024-5DT-25953>

The Trust reserves the right to close the application process at any stage should we receive sufficient applications.

5 Dimensions Trust is an equal opportunities employer. *The Trust is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. An enhanced DBS check is required for all successful applicants.*

5 Dimensions Trust, C/o Hazeley Academy, Emperor Drive, Hazeley, Milton Keynes, MK8 0PT

Tel: 01908 555620

Email: recruitment@ct5d.com

Website: www.5dimensionstrust.com

CEO: Mr Tony Nelson