



Australian Government
**Office of the Australian Building and
Construction Commissioner**

HR Business Partner

About us

At the Australian Building and Construction Commission (ABCC) we work to ensure the building industry is fair, efficient and productive. Our improved workplace relations framework benefits all industry participants and the Australian economy.

We work to achieve this framework by providing assistance, advice and education to the industry; monitoring and promoting compliance with relevant laws; undertaking enforcement activities; and using information and analysis to inform decision making.

About the Position

A dynamic and challenging opportunity exists for a strategic HR business partner to add value to a small highly motivated HR team.

Reporting to the Manager – HR and working as a senior member of the HR team, this is an exciting opportunity to work with a dedicated client group to establish and implement workforce strategies and develop HR policy to enhance organisational capability.

Within your designated group, you will be accountable for providing guidance on performance, attendance, learning and development, workplace planning and recruitment. In addition, you will provide pragmatic advice to support employee engagement and performance.

The successful candidate will be a proactive professional, with a strong HR background who will enjoy initiating new strategies and seeing them through.

You will have excellent communication and networking skills and an ability to build and manage relationships within all areas of the Agency.

This is a fantastic opportunity to take ownership of a diverse range of HR projects and initiatives in a true business partner approach.

At the ABCC, we recognise, appreciate and seek to harness our people's individual skills and talents. You will thrive in our vibrant, down to earth yet stimulating environment that empowers our people to succeed.

What you'll need to succeed

- Demonstrated experience in interpreting, applying and advising on HR legislation, agreements, policy and procedure and HR best practice.
- Commitment to ongoing HR process and service improvement.
- Demonstrated ability to implement pro-active HR initiatives in one or more of the following areas: performance management, recruitment, health and safety, learning and development, generalist HR or similar.
- Highly developed interpersonal, oral and written communication skills, including the ability to negotiate, communicate with influence and engage in difficult conversations with tact and discretion
- Well-developed organisational skills, self-motivation and initiative; with the ability to effectively and pro-actively balance workload and meet deadlines across a range of client groups, cases and HR portfolio areas.
- Demonstrated ability to think strategically, exercise sound judgment and convert strategies into clearly articulated, goal oriented action plans to achieve positive outcomes.
- Tertiary qualifications in HR or a related discipline

What you'll get in return

We recognise the increasing importance of flexible work options and family friendly work practices in maintaining a diverse, adaptive and high performing workforce. Not only will you receive high quality training and support (both formal and on-the-job), but we also offer an attractive base salary of \$82,258 plus 15.4% superannuation.

What you need to do now

If this sounds like the perfect opportunity for you, click Apply Now or contact Joshua Banks, Manager - HR on (03) 8509 3028 for more information.

It is important that applicants view the full candidate information kit, available on the jobs list portal, before applying.

To be eligible for employment all preferred candidates are required to undergo pre-employment screening. Screening checks include character, security and health clearances. Some positions may require additional checks to be performed and require a security clearance.

For more information about the position and how to apply, please visit <https://www.abcc.gov.au/current-vacancies>.

Closing Date is 11:00 pm 14 March 2018

CLICK TO APPLY