



WE ARE LOOKING FOR

Senior People Partner

POSITION IS NOW OPEN



About the Tea Business

ekaterra is the biggest Tea Company in world today, with outstanding, purpose driven brands such as Lipton, PG tips and Pukka. ekaterra was created as a standalone “corporate startup” in 2021 when Unilever decided to separate the Tea business to ensure it can best achieve its potential. Following that announcement, in Nov 2021 ekaterra’s sale to private equity firm CVC was announced.

ekaterra’s Tea brands, geographies and Tea estates generate revenues in excess of €2 billion - the company is growing and profitable with proven potential both pre- and post-COVID-19. As a standalone entity, ekaterra remains number one in the world and is even better positioned to lead the industry and take full advantage of the opportunities in the category, with more focus and entrepreneurship driving greater growth and value.

ekaterra’s Mission is to Grow a World of Wellbeing..... growth for everyone is at the core of our business. We want to grow a better world of wellbeing through the regenerative power of plants, for our consumers, farming communities, employees and shareholders. We are also environmentally conscious and are committed to giving back to the planet. Read more on our website: <https://ekaterratea.com/>

As we transition into a proper corporate startup, we are seeking employees with a passion for exciting entrepreneurial experiences; who respond to dynamic, ever-changing challenges with agility and ownership and who want to pursue unique career opportunities and play a part in building the bright future of this plant-based company.

The qualities we look for in you

The Tea business is made up of a special blend of individuals which make our teams exciting and diverse. To be part of our tea family we are looking for individuals who think Green and are environmentally conscious, who understand the power of simplicity and who are accountable for their actions. We want those who infuse mastery and passion in everything they do to create great products and unforgettable experiences for our consumers.

What's in it for you?

We believe that growth is for everyone, we believe in growing leaders and making space to grow an owner’s mentality and like nature we adapt, we change, and we grow. We believe in connections over hierarchies and (work)levels. We have a 'corporate start-up' approach; we act with speed and agility, and we have the strength and scale of a large corporation. We are building a better world of wellbeing and a better you.

Your Role

As a Senior People and Organization Partner, you will be responsible for country projects in all HR related areas at a local level including recruitment, organizational development activities, payroll projects, payroll transitions of

ekaterra, HR Analytics processes, discipline & exit procedures, performance & promotion operations, training, reporting functions and following staff norm of the departments working as an HR Business Partner. Develop and oversee activities/plans required to mitigate/prevent country exposure to both internal and external risk. Capture, build and share internal and external knowledge. Actively engage in new HR / Business trends research.

Your Key Tasks

Programme Management

- Participate in defining key activities required to drive payroll strategy. Identify and agree actions required with key stakeholders and expertise teams.
- Support countries with advice and time when delivering local changes as a result of required projects.
- Cascade global changes in a way that Payroll vendor can understand and implement.
- Gather feedback on the organization and providing it feedback to the payroll vendor, assisting them in further improvements of the solution design.
- Design training programs for individual learning initiatives that facilitate employee development. Ensure key talents get needed resources and information to effectively lead and organization towards strategic goals.
- Localisation & execution of global talent agenda.

Transition Management

- Is responsible for gate keeping key external relationships with Payroll vendor.
- Supports/facilitates the transition of impacted payroll deployments via use of in payroll vendor (e.g. provide expertise and governance to payroll vendor, etc.)
- Acts as a single point of the contact and provide necessary data / expertise for HR Head to challenge and negotiate costing/pricing provided by external providers to the benefit/betterment of Ekaterra.
- Participating in preparation of HR Policy and Procedures. Implementing and improving HR Systems. Partnership with global payroll team to Turkey payroll transition.

Customer Service Management

- Take an active role in the 2022-2023 Ekaterra separation and transformation process in HR function as a partner. Payroll transition project is primary.
- Managing monthly payroll process with stakeholders.
- Managing post payroll process with vendors.
- Manages the relationships with internal and external stakeholders and act as the touch point to the HR related queries.
- Analyses feedback from HR community and Service Providers to evaluate the effectiveness of the HR solutions and continuously improve solutions to ensure the desired impact is delivered.
- Monitors and reviews service level targets, works to resolve issues/problems escalated. Drive improvements in service where metrics identify major/ongoing risks.
- Pro-actively communicate service information and understanding. Provide input to monthly service review.
- Ensures that the Payroll and Time & Absence systems, processes, policies and tools are compliant with Ekaterra internal-process standards and external regulatory requirements.
- Developing effective relationships within the organization and the hiring community to have influence and impact the recruiting process and hiring, as an HR Business Partner.
- Pioneering the talent activities which enable winning culture in Ekaterra.
- Responsible for Performance Management for Ekaterra company.
- Conducting talent acquisition activities which also bring new generation's energy into the organization.
- Supporting end to end recruitment processes.
- Building relationship with business leaders and line managers to understand upcoming recruitment needs and gaps.
- Working with hiring managers and consulting firms on determining recruitment strategy; key requirements, and process of filling open and potential vacancies, consult on the talent market, recruitment and selection tools.
- Owning the end-to-end candidate management process to ensure a market leading candidate experience.
- Responsible for Workday implementation processes.

- Act and support employer branding projects.

Operations

- Strives for continuous improvement of HR service delivery in accordance with defined standards and co-ordination with the Head of HR and respective actors.
- Shares internal and external knowledge about market role, payroll legislation and Regional Payroll expertise team.

Stakeholder Management and key interfaces

Flexibility requirements for this role (Working Model):

This role is employed full time,

To be fully authorized/empowered about its work and responsibilities,

Skills and Experience

Qualifications & Professional Knowledge / Abilities:

- Minimum 3-5 years of HR experience in FMCG or relevant industries,
- Having experience in diverse HR project in previous roles,
- Project management,
- Information management,
- Payroll legislation knowledge
- Transition projects management
- Service Provider / Vendor Management,
- Analytical skills,
- Strong communication and negotiation skills,
- Problem solving ability,
- Foreign language knowledge: English.

