



WILLIAM GRANT & SONS

ROLE PROFILE

Job Title	HR Director, OBU, SBU & QSI
Business Unit / Group Function	Operations Business Unit
BU Team / Sub-Function	Human Resources
Location	Strathclyde Business Park
Team Leader	Chief People Officer (CPO)
Team Members	Yes
Job Level	3A
Role Purpose Take collective responsibility for developing and managing the business, working collaboratively with the Operations Business Unit (OBU), Stocks Business Unit (SBU) & Quality Spirits International (QSI) Boards to achieve the respective Business Unit and Company Objectives. Support the respective Boards and ensure team leaders are supported in developing a high-performing organisation. Proactively work at the organisation to improve efficiency and productivity. Ensure effective recruitment, progression, succession and remuneration in the respective Business Units, in accordance with HR policies, principles and standards.	
Accountabilities <ul style="list-style-type: none">• Take collective responsibility for developing and managing the respective businesses and adding real value, working collaboratively with the respective Boards to achieve the respective Business Unit and Company Objectives• Support the respective Business Unit Board and team leaders in developing a high-performing organisation with an employee-oriented open and collaborative culture that emphasises empowerment, taking a forward-looking view on issues and understanding the need to be progressive and challenging• Ensure the implementation of effective HR policies, principles, and standardised processes, including tools and templates, in the respective Business Unit, in accordance with the William Grant Way (WGW), central HR guidance and legal requirements• As the leading business partner in the Business Units, ensure that HR works closely with respective team leaders to manage key organisational, people and management issues, with particular focus on practical advice in all HR matters• Proactively work at the respective Business Unit organisations to improve efficiency and productivity. Support, advise and challenge respective BU team leaders in all related matters• Proactively lead and monitor talent development in the assigned Business Units in order to develop high-performing teams and meet the long-term people needs of the business, with specific focus on relevant leadership and functional requirements, working closely with central Talent• Ensure the respective team leaders are actively supported by HR to recruit the best possible talent with strong skills, experience, and potential through rigorous standard processes, including competency-based interviewing, and to effectively onboard new employees, working closely with central Talent	



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- Ensure realistic succession plans are worked out with respective team leaders in close coordination with central Talent, and the strength of people resources in the respective Business Unit is built through
- Ensure that respective team leaders are supported in the best possible way with the delivery of tailored and practical L&D programmes in order to enable employee personal development in the respective Business Unity, and ensure the assigned BUs have the required competencies and capacity available at the right time to maximize added value, working closely with central Learning &Development
- Monitor remuneration in the assigned Business Units, get ahead of the curve in terms of issues, actively manage employee understanding of the competitiveness of Company pay policies, and ensure people receive appropriate compensation that is aligned to the long-term Company Objectives, working closely with central Reward
- Facilitate the coordination of HR expert support from Central HR to the respective team leaders as needed
- Assist respective team leaders to resolve employee performance-related and legal matters
- Oversee respective Business Unit team leaders in building and maintaining strong employee relations and encouraging employee engagement, and ensure support from the HR team as needed

Created by:	Kerry Christie
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