

People Professional

People Professionals are responsible for various tasks from attracting, recruiting, developing, and retaining staff, managing payroll and benefits, supporting positive employee relations, and ensuring compliance with employment law.

Level: 5

Duration: 25 months



Apprenticeship overview

Core skills, knowledge and behaviours you will learn

- Internal and external sources of data for people management
- People systems and how they are utilised for business value
- People operating models and theories for different business types
- Regulatory requirements for the handling and processing of data
- To build and manage multiple and diverse stakeholder relationships
- To advise on application of policy, regulation, and law for HR issues
- To use data and metrics to mitigate areas of risk and highlight opportunities

Where you might work

- This role can be found in organisations of all sizes, across any sector

Typical job roles

- Diversity and Inclusion Manager
- Employee Relations Consultant
- HR Roles (various)
- Organisation Development Consultant
- Rewards Consultant
- Talent Manager
- Wellbeing Consultant

Good to know

Enjoying working with others is a must

The ability to communicate, influence and negotiate is key

Work is likely to be office-based

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