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# Example of Partner Relations Job Description

Our innovative and growing company is searching for experienced candidates for the position of partner relations. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for partner relations

* Consult on, lead and project manage the design, development and delivery of a wide variety of business change/business improvement projects including, but not limited to, restructures, redundancies, TUPE mobilisations/de-mobilisations, complex change and performance management
* Advise and coach business unit managers to effectively manage all employee relations issues in line with the HR policy & guidance tiered model
* Proactively identify issues and/or areas of improvement/development, identifying and implementing appropriate interventions to resolve issues/improve performance
* Work in partnership with the assigned SBU HR/Leadership team to ensure early visibility of ER/Change activity and ensure that this is effectively programmed in with appropriate resource
* Be able to demonstrate a proven track record of building, developing and maintaining positive, collaborative working relationships, with senior leaders, ideally with experience of working in complex, matrix structures
* Have excellent communication skills, demonstrated through a variety of methods including written and verbal communication, both face to face and over the telephone
* Have proven experience of effectively utilising a variety of effective influencing skills to achieve business aims and objectives
* Have proven ability to work without close supervision, emotionally intelligent, a self-starter who enjoys working as part of a team but who is equally comfortable working on their own, utilising their initiative in an effective manner
* Have strong organisational, planning, time and project management skills with evidence of ability to work to tight deadlines whilst maintaining quality, accuracy, attention to detail and high standards
* Oversee and guide effective grievance process handling for the in scope properties and labor unions on behalf of the organization to include resolution of grievances on complex LR issues, disciplinary actions, contract interpretation/application and investigations

## Qualifications for partner relations

* 3-5 years of RPO experience as account manager, preferably on the outsourcer side
* A passion for talent acquisition with a high energy level, able to create positive thinking and strong commitment
* A very good team player
* Natural leadership and ability to drive things versus waiting for them to evolve
* Good listening skills, ability to understand issues, design appropriate solutions and resolve conflicting situations in a highly complex environment
* Very pragmatic way of acting