



Human Resources

Our Human Resources Department assists local Honorary Officers and staff managers in all areas of recruitment. They also provide guidance to Lay Leaders, managers and staff to help them better support employees in performing their jobs and in order to reduce actual or potential problems. Each Synagogue has a dedicated Human Resource Business Partner.

The Human Resources Department work with local Honorary Officers and staff managers in all areas of recruitment.

When replying to an advertised job in the United Synagogue, whether in Head Office or in one of the Synagogues, applicants should go to the website Vacancy page and download the Application Forms 1 & 2 and Job Description. The application forms should be saved as word documents and be submitted by email to hr@theus.org.uk [1]

For employment is placed centrally, though short listing, interviewing and recommending candidates is always available from our Human Resources team and they generally have a behind the scenes role.

- Where appropriate, the interview process will include tasks or tests as well as structured questioning.
- Once the interview process is over, candidates will be told whether or not they have been successful. A letter and full terms and conditions will be sent, but signed by the Human Resources Department.
- All offers of employment are subject to proof of legal entitlement to work in the UK. Children or vulnerable adults, it is also necessary to undertake, in appropriate disclosure with Barring Service Form formerly known as CRB check.

For more information please contact the HR team on Tel: 020 8343 6240/6227

Source URL: <https://www.theus.org.uk/article/human-resources>

Links

[1] <mailto:hr@theus.org.uk>