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**Head of Human Resources**

**Salary:** £36,000 pro rata

**Contract:** Permanent

**Hours:**  21 hours per week

**Location:** Central Office, Albany House, 73-75 Great Victoria Street, Belfast, BT2 7AF.

**Annual leave:** 25 days per holiday year (April – March) pro rata

**Statutory days/public holidays:** 13 days pro rata

**Pension:** Contributory pension;

Minimum of 5% employee Salary Exchange contribution

6% Employer contribution

**Life Assurance Benefit:** 2 Times annual salary

**Health Cash Plan:** Provided by BHSF for a small monthly fee includes:

* cash payments towards medical.
* Optical and dental treatments;
* Opt in for family members
* Shopping and gym discounts

**Family Friendly Policies:** Victim Support NI provides a full range of family friendly polices including flexi-time and childcare vouchers