



Are you looking for more personal fulfilment, enjoy working autonomously and enjoy team spirit then **SNP is the right place for you!**

The SNP Group isn't just another SAP software and consulting company. Our unrivalled platform streamlines transformation processes in ways that others can only dream of. As pioneers in data transformation, we revolutionize the way companies' future-proof their system landscapes with our software platform SNP Kyano and the BLUEFIELD™ approach.

Help us shape the future of **SNP** by applying now as a;

Talent Acquisition and HR Officer

This is a permanent, full-time position, working hybrid, with our office based in Victoria, London, SW1W

The Recruitment and HR Officer will act as a key liaison between all functions within the business. This role is crucial in ensuring we have the right talent to meet our goals and objectives, contributing to a positive workplace culture and employee satisfaction.

Your Mission: Join our team!

- Actively source the best candidate via social media platforms, professional networks, industry events and CV databases
- Engage with candidates to develop and maintain pipelines
- Assist the hiring managers with the recruitment and selection process by advertising roles, communicating with potential candidates, undertake shortlisting and attending interviews
- Ensure SNP attracts and retains the right talent and that we are promoting equity, diversity and inclusion
- Develop and update job descriptions and role requirements to target the correct candidate profiles and ensure job descriptions are aligned to the candidate market
- Knowledge and understanding of market norms in comparable functions
- Maintaining recruitment tracker
- Liase with new starters and deliver onboarding process
- Maintain HRIS ensuring all records are accurate and up to date, ensuring confidentiality and compliance with data regulations
- Produce reports and management information from the HR database as required
- Assist in identifying training needs and help support the implementation of training programmes
- Any other HR ad hoc duties as required



What we are looking for: Your profile!

- Proven experience in HR & Recruitment
- Proficient IT skills of Microsoft suite: MS Word, MS Excel and Outlook
- Experience in interpreting and applying HR policies and procedures
- Effective written communication skills
- Strong organisational skills and ability to manage competing priorities
- High attention to detail
- Confidentiality
- Experience in International labour laws an advantage

Be More @SNP: Discover your full potential

New prospects: At SNP, you will work in an international, diverse environment where you feel truly valued. You will not only shape our growth and success, but also that of our customers.

Strong alone, unbeatable together: Together, we will rise to every challenge, no matter how demanding. Together, we are unstoppable.

Personal growth: As a dedicated team member, you can quickly take on more responsibility. We will support you with tailored development measures.

More than just a salary: We offer a range of additional benefits: 25 days annual leave rising to 30 days with length of service; refer a friend scheme; company pension scheme; long service awards; private medical scheme; life assurance; employee perks platform.

Apply now: careersUK@snpgroup.com

Closing Date: Friday 16th January 2026

Please Note: Due to the expected high demand of applications, if we have not contacted you by this date, then unfortunately you have not been successful in this application, but wish you well in your continued search for employment