

VACANCY: PEOPLE AND CULTURE COORDINATOR
LOCATION: HAMILTON

TAKE OWNERSHIP OF YOUR CAREER

Join the Urban Homes team as our People & Culture Coordinator.

At Urban, we may build houses, but we're just as committed to growing our people. That's why, we're looking for a People & Culture Coordinator who can help take our workplace culture to the next level. If you like to make a difference, care about the professional and personal development of people, and have an interest in working with charities, here's an opportunity to join our award-winning team.

ABOUT THE ROLE

This role is all about our people, our clients and our community. Working closely with Urban's Head of People and Culture, your role will be to train staff and ensure we're doing right by them; you'll make sure our clients are receiving the Urban standard of service; and you'll build relationships with our key charities in the community.

You will have:

- Experience training staff and leading them through professional development initiatives
- Insight into and understanding of New Zealand's Health & Safety legislation
- Exceptional people skills and a professional approach to client engagement
- A genuine interest for fostering charitable connections and social good
- An unwavering passion for helping to see people reach their potential.

ABOUT YOU

You will be HUNGRY in your pursuit of excellence, always looking for ways to do better and improve systems and processes. Your impeccably high standards will mean you deliver excellence, every time. You will be

looking to build a solid base and grow your role at Urban Homes.

You will be HUMBLE in your approach, respecting your colleagues and building relationships based on open communication, trust and respect.

You will be SMART. Not just process smart, but people smart. You'll embrace peer to peer accountability and always be looking for ways to support your colleagues. Our reputation is built on building beautiful, quality homes. You will play an important role in ensuring all our clients' projects become a masterpiece.

ABOUT URBAN HOMES

At Urban Homes, building is in our DNA and we are passionate about seeing our clients take ownership of their dream home. Our industry is competitive, but our standards are high. It's part of our recipe for success.

We also like to have fun. Our office is lively and professional. You'll enjoy Friday lunches, friendly banter, social sport and annual trips away. We care about our team and are committed to ensuring you have the support and resources to take ownership of your career in our award-winning company.

For further details, please contact Vinny Hubbard, Head of People and Culture on (07) 839 5570 or vinny.hubbard@urban.co.nz

