

# A Career in HR

HR Graduates enter both generalist and specialist HR roles in areas including recruitment (talent acquisition), employee relations, talent management, learning & development, reward, employee engagement, organisational development, diversity and consulting. As a HR professional you could be involved with recruitment, training, talent development, championing diversity, employee engagement, enhancing the employee experience, developing policies & procedures, the legal and disciplinary issues surrounding employment whilst helping to shape the culture of the company.

Some HR students also enter roles in agencies in recruitment consultancy. These roles are different to an in-house HR or recruitment role. Recruitment consultancy is competitive, fast paced and target driven. There is usually a commission structure associated with the role.

To make the most of the opportunities open to you take the time to investigate what you are looking for, review companies and job descriptions, speak with alumni, and explore industry trends. Do attend career and networking events organised by the Careers Team in NCI. By researching your options thoroughly and building your professional network, you will be better equipped to make informed decisions about your future.

## Who employs HR Graduates from NCI?

To allow you see exactly where NCI Graduates are employed after graduation the NCI Careers Team publish a Graduate Outcomes Report, showcasing where NCI graduates are employed or studying 9 months after completing their degree. You can explore over 10 years of results and trends at: <a href="https://bit.ly/NCIGradDestinations">https://bit.ly/NCIGradDestinations</a>. The following is a sample of jobs and employers for BA (Hons) Human Resources Graduates over the past number of years.

#### **HR Related Roles**

**A&L Goodbody LLP** – Graduate Talent Administrator; Accenture - HR Scheduler; Actavo - HR Executive; AIB - HR Administrator; AirBnb - Talent Scout; Amazon, Prague - Senior HR Administrator; Ann's Home Care Ireland - Recruitment Administrator; Arts Council - HR Assistant; Aryzta - HR Administrator; Belgard Solicitors - HR & Compliance Executive; BNY Mellon - HR Project Assistant; Brown Thomas & Arnotts - HR People Support; Cappagh Hospital - HR Administrator; Carton House - HR Administrator; Childvision - HR Administrator; Department of Public Expenditure and Reform - Administrative Officer in the HR Strategy Unit; Clontarf Castle - HR Administrator; Coca Cola – HR Management Graduate; Colgate – HR Administrator; Dalata Group - HR Graduate; Dalmac -Recruitment Officer; **Dawn Farm Foods** – HR Administrator; Dell Technologies - Talent Acquisition Analyst; Deloitte - HR Graduate; Dunnes Stores - Recruiter; eBay - HR Administrator: Enterprise Ireland – Executive Assistant - HR; Enterprise Rent a Car - Management Trainee; ESB - HR Graduate; FDM - Graduate Recruitment and Events Consultant; Go Ahead Ireland – Recruitment Administrator; Google - Recruitment Coordinator (EMEA); Grant Thornton - HR Administrator; Hays - Recruitment Consultant; Hays - Compliance Administrator; **Hays** - Associate Recruitment Consultant; HCL Technologies - HR Recruitment Executive; HSE - HR Assistant; HEAnet Limited - HR Assistant; Hilton Hotels Dublin - HR Assistant; Hilton Worldwide - HR &Training Trainee; **HRP Group** - HR Consultant; HSE – Gradlink HR Graduate Programme; larnród Éireann Irish Rail - HR Generalist; IBEC Graduate Programme - HR/IR Executive; IBM - HR Administrator; IDA Ireland - HR and OD Executive Assistant; IFDS - HR Generalist; International Financial Data Services - HR Generalist; Irish Life - Recruitment Administrator; Irish Times - HR Assistant; Irish Wheelchair Association – HR Administrator; Jurys Inn London - HR Officer; Kare Plan - HR Assistant; Marker Hotel - HR Assistant; McCann Fitzgerald - HR Administrator; **Mercury Engineering LTD** – HR Administrator; Musgrave MarketPlace – HR Manager; Nobox – HR
Generalist; Nobox Outsourcing HR Solutions – Recruitment
Consultant; Nurse on Call Ireland – HR Administrator;
OSG – HR Coordinator; Peninsula – HR Coordinator; Philip
Lee LLP – HR Graduate; Primark – Reward Partner; PwC –
HR Assistant – Ryanair – HR Officer; St James's Hospital
Dublin – HR Officer; St. Vincent's Hospital – Learning &
Development Assistant; Tallaght University Hospital – HR
Administrator; Tesco Ireland – HR Executive; Three Ireland
– Recruitment Coordinator; Tigers Childcare – Recruitment
Coordinator; Zendesk – EMEA Recruitment Coordinator;
Zurich – HR Assistant.

### **Recruitment Consultancy**

Adecco – Recruitment Consultant; Brightwater Recruitment – Recruitment Administrator; CPL – HR Administrator; CPL – IT Recruiter; Hays – Recruitment Consultant; Lex Consultancy – IT Recruiter; Mindworks – Recruitment Consultant; Next Generation Recruitment – Talent Resource Partner; O'Reilly Recruitment – Recruitment Consultant; Recruitment Plus – Recruitment Administrator & Healthcare Assistant; Robert Walters Australia – Recruitment Consultant; Solas – IT Recruitment Consultant.

## **Non HR Roles**

ACC Loan Management: ACC Loan Management – Loan
Administrator; Bank of Ireland – Digital Activation Specialist;
Bank of Ireland – Branch Assistant; Bank of Ireland –
Graduate Programme; BDO – Tax Trainee; BNP Paribas –
Trade Services Administrator; Brown Thomas – Manager;
Chill Insurance – Insurance Broker; Friel Stafford – Trainee
Chartered Accountant; Mercer – Administrative Assistant
– Shares Team; Modern Green – Account Manager; New
Ireland – Business Administrator; New Ireland – Pensions;
SEI Investments – AML Analyst; SFM Europe – Office
Administrator; Towers Watson – Pensions Administrator;
Tribeca Financial Services – Trainee Financial Advisor (QFA).

The following is a sample of jobs and employers for MA Human Resource Management Graduates over the past number of years:

#### **HR Related Roles**

2 into 3/For Purpose - Recruitment Coordinator; Accenture - Early Talent Internship Coordinator; Accenture - HR Systems and Operations Associate; Accenture @ Meta - Product Support Analyst; Affidea - HR Business Partner; Airbus – Payroll Administrator; ALBA SERVICES Inc – HR/Payroll Analyst; Amazon – Talent Acquisition Coordinator; Anthony Nichols Group – HR Graduate; Aspiegel, Recruitment Coordinator; Bank of Ireland - HR Administrator; Berlitz Dublin, Teacher; Bounce Burger - HR Assistant; Chadwicks Group - Learning and Development Graduate; Clipper Logistics - HR Administrator; Concern Worldwide - HR Officer; Connolly Hospital Blanchardstown - Human Resources Recruitment Officer; Co-Operative housing Ireland - Human Resources Administrator; Dalata Hotel Group - Graduate Programme; DCC Vital - HRIS & Benefits Analyst; **Dublin Bus** – HR Administrator; Fold Housing - HR Assistant; Go-Ahead Ireland - HR Administrator; Google @Morgan McKinley - Technical Recruiter at Google; Grant Thornton Ireland - Training Administrator; GS Agri Recruitment - Recruitment Consultant; Hays - Talent Acquisition Administrator; Health Service Executive - Grade IV Human Resources; Inland Fisheries Ireland - Training Administrator; Irish Cancer Society - Recruitment Administrator; Irish Management Institute - Human Resources Administrator; Irish Wheelchair Association - HR Administrator; Jazz Pharmaceuticals - GXP Training Support; **Kilsaran** - Human Resources Administrator; King & Moffatt Building Services – Human Resources Administrator; Laurus - HR Advisor; Leevin Group - HR Specialist/PeopleOps; Mastercard - Talent Acquisition Specialist; MD7 - Human Resources Coordinator; Medica - Recruitment Specialist; National Museum of

Ireland – Recruitment Specialist; NCBI – Human Resources
Administrator; Nobox – HR Advisor; Nobox – HR Generalist;
Nobox – Senior HR Generalist; Nurse on Call – HR
Administrator; Primark – People and Culture Administrator;
SAP – HR Consultant; Sonas Nursing Homes – Recruitment
Administrator; St Vincent's Hospital – Human Resources
Administrator; Sumitomo Mitsui Banking Corporation – HR
Co-ordinator; TELUS International, Institutional Onboarding
Analyst; The Westin Dublin – HR Co-Ordinator; Three Steps
– HR Generalist; Uber – Talent Search & Pipeline Specialist;
Vardis Group – Head of Recruitment & HR; Version 1 – HR
Graduate; Vrai – HR Support; WebMD Consultant – Tech
Recruiter.

#### **Recruitment Consultancy**

Excel Recruitment – Recruitment Resourcer; Executive
Connections Limited – Senior Recruitment Consultant; Hays
– Senior Recruitment Consultant; HR Search and Selection
– Associate Recruitment Consultant; Computer Futures
– Associate Recruitment Consultant; Sigmar Recruitment –
Public Sector Recruitment Consultant.

### **Non HR Roles**

Accenture – Customer Service Representative; Elysium
Technologies Ltd, UK – Product Development Scrum
Master; Funbugs Childcare – Early Childhood Educator;
Muiriosa Foundation Ltd – Social Care Leader; Oasis
Group – Account Assistant; Office of Public Works – Events
Manager; Parakar Group – International HR & Payroll
Operations Associate – Ireland; Permanent TSB – HRIS and
User Access Administrator; Pobal – Review and Support
Officer; PPD – Senior Human Resources Specialist; Real
Estate Career Developers Melbourne – Recruitment
Consultant; Ryanair – Customer Service Agent; Telus
International – Customer Support Analyst; USIT – Work &
Travel Coordinator.

## What Postgraduate Courses do HR Graduates choose?

DCU MSc in Human Resource Management
Technological University Dublin Postgraduate Diploma in Law
Technological University Dublin MSc in Marketing
Technological University Dublin MSc Strategic Management
National College of Ireland MA Human Resource Management
National College of Ireland MSc in Management
National College of Ireland MSc in Marketing
TUD MSc In Event Management
UCD Smurfit MSc International Business
UCD Smurfit MA in Human Resource Management
UCD Professional Diploma in Employment Law

# **CIPD Membership**

Many degree students continue with their studies after graduating in order to secure the CIPD qualification. Specified Certificate and Diploma programmes offer affiliate membership with specific postgraduate programmes allowing an easy upgrade to full Chartered membership once you have the relevant work experience. The MA in HRM is CIPD accredited. For full info@cipd.ie

## Articles and sites with information on developing a career in HR

- CIPD Annual HR Practices in Ireland Survey: https://www.cipd.org/ie/knowledge/reports
- Prospects: Information on HR & Recruitment as a career https://bit.ly/ProspectsHR
- Target Jobs: Is a graduate HR Career right for you? https://bit.ly/TargetJobsHR
- WRC/Labour Court/Equality Tribunal/Employment Appeals Tribunal: Decisions made https://bit.ly/WRCDecisions
- Industrial Relations News: https://www.irn.ie
- Networking Events: CIPD Ireland run a range of networking events that are free to attend and open to both members and non members.

# Where to look for opportunities

#### **NCI Resources**

- List of live graduate programmes compiled by NCI Careers: https://bit.ly/NCIListofGradProgrammes
- NCI online jobs board: https://ncirl-csm.symplicity.com
- See where past HR graduates are working using the LinkedIn Alumni tool: https://bit.ly/NCIHRAlumni

#### **Other Resources**

- Activelink: Opportunities in the not for profit sector: https://www.activelink.ie/vacancies
- For Purpose: Graduate programmes in the not for profit sector: https://forpurpose.ie/current-vacancies
- gradireland: https://gradireland.com/graduate-jobs
- Indeed: https://ie.indeed.com
- IrishJobs: https://bit.ly/IrishjobsHR
- Jobs.ie: https://bit.ly/JobsieHR
- LinkedIn: <a href="https://bit.ly/LinkedInHRJobs">https://bit.ly/LinkedInHRJobs</a>
- Publicjobs: https://publicjobs.ie/en
- WAM AHEAD Graduate programme for graduates with a disability: https://www.ahead.ie/currentopportunities

# Using Boolean Search to find opportunities

Using a Boolean Search such as the one below will help you search the job boards for a wide range of HR-related graduate roles in Dublin by including multiple job title variations that employers might use. It increases your chances of discovering relevant opportunities, even if they are listed under slightly different titles.

"HR Graduate" OR "Human Resources Graduate" OR "Graduate HR" OR "HR Trainee" OR "Learning and Development Graduate" OR "Trainee Recruitment" OR "HR Assistant" OR "Human Resources Assistant" OR "Trainee Recruiter" OR "Trainee Talent" OR "HR Intern" OR "Trainee HR" OR "Entry level HR" OR "People Graduate" OR "Trainee Talent" OR "Talent Acquisition Intern" OR "Talent Graduate" OR "Junior HR" OR "HR Coordinator" OR "Employee Relations Coordinator" OR "Recruitment Consultant" OR "Trainee Recruit" OR "HR/IR Executive" OR "Reward Graduate" OR "Training Administrator" OR "People Graduate" OR "HR Officer" OR "Recruitment Officer" AND Dublin.

## Alternative career pathways

About one-third of all graduate jobs are advertised for graduates of any discipline. Examples of these jobs include management trainee positions, marketing and sales, research, banking etc. You also have the option of taking a postgraduate conversion course when you graduate. Pursuing a postgraduate conversion course will allow you to alter your original career path, to think beyond previous educational restrictions, such as CAO points and open the door to a new career path that you really want. Postgraduate conversion courses exist in Teaching, Law, IT, Marketing, Advertising etc.

# How can the Careers Service help you?

The Careers Service supports students in exploring their career options and connects students with employers. You can book an appointment with your careers consultant to help you decide your next step in your career. Login to <a href="ncirl-cs.symplicity.com">ncirl-cs.symplicity.com</a> to see the full range of Career events and supports available, to view the jobs board and to and book an appointment with your Careers Advisor today.

**Disclaimer:** Information is provided in good faith by the NCI Career Development & Employability Service. NCI, the Career Development & Employability Service, and any contributing third party shall have no legal liability or responsibility for any individual's decision made on the basis of this information.



