

**For all enquiries please contact:**  
**Sally Kipping**  
HR Manager

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Dear Applicant

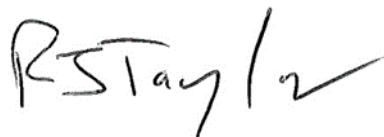
Thank you for your interest in the role of HR Officer at Waverley Borough Council. It is great to have the opportunity to share my thoughts with you about this key role.

This role is located at the Bury's in Godalming at the Waverley Borough Council offices. The organisation is facing a time of business change, and so this is the perfect opportunity for an HR Professional to extend their career away from the business as usual routine of recruitment, pay and the provision of advice into areas such as business change, HR systems support, policy and procedure review and the development of self-service tools to reduce demand on our line managers.

Waverley Borough Council is a public sector organisation and a local authority, so working here supports the services that our local communities need. You can see more about who we are and what we do here: [www.waverley.gov.uk/site](http://www.waverley.gov.uk/site).

Working for Waverley comes with a number of key benefits including a competitive salary, a friendly and supportive working environment. We welcome flexible workers, support professional development and this post comes with the ability to accrue and take flexi-time.

Yours sincerely



**Robin Taylor**  
**Head of Policy and Governance**