





Additional Temp resource until end Nov 23 Harry Soloman Tony Larkin Michelle Okuomose Aiden Coleshill

Vacant

Bridie Kempster

HRS Administrator

Vacant

HRS Administrator

Cover for secondment

Mahjabin Khanam

HRS Administrator

Amelia Anderson

HRS Administrator

(0.40 FTE)

Jo Kennard

(0.6 FTE)

Sarah Runham

HRS Administrator
(cover for secondment)

Sarah Runham

HRS Administrator

Scarlett Payne (FTC)
HRS Administrator
Cover for secondment

Wilton Keymist (TL)

HRS Administrator
(FTC 31.11.23)

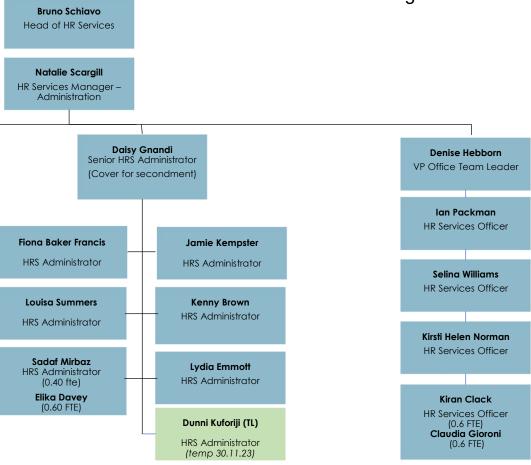
Lakshmi Kon (TL)

**HRS** Administrator

(Temp 30.11.23)

Ludi Oluwemimo

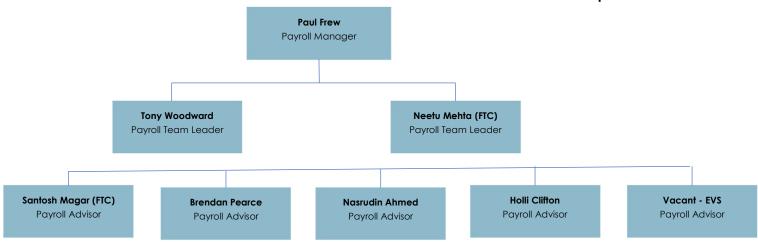
Responsible for all lifecycle administration, including maternity, paternity (family friendly), contract variations and changes





## **PAYROLL**

Responsible for the monthly Payroll Cycle and provision of statutory and regulatory reporting to internal and external providers





WORKFORCE REPORTING & ANALYTICS

Responsible for delivering workforce information (from old and new HR Systems), Key workforce indicators, HESA, system auditing, internal and external surveys (UCEA, Sickness, ONS), FOI staff information, system integration advice and guidance

