

HR structures in different workplaces

Small organisations



HR generalist

In a small organisation you might not have someone who does just HR in their role, but as the number of employees increases so does the need for someone dedicated to this. Typically this might be what is called an HR generalist, who can perform a lot of the duties needed but specialist help may be brought in for more complex work.

Responsibilities may include:



Recruitment



Basic staff policies



Workforce planning



Holiday management



Performance management



Pay



Staff issues



People analytics



Reward

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Large organisations

While a single person might be able to work as the HR function for a small organisation, as the size gets bigger the number of people working in HR also increases. In large organisations an HR department is likely to exist with some specialists as well as generalists. In a large multinational organisation there may be a central HR team as well as divisional teams locally.



Responsibilities may include:

- Recruitment
- Reward
- Performance management
- People analytics
- Workforce reporting
- Detailed financial and payroll planning
- Health and safety
- Contracts
- Strategic workforce planning
- Learning and development
- Consultation and support for line managers
- Managing of outsourced HR providers.