

Tarmac's functions - working together towards its mission statement

Support functions



Human Resources

Tarmac's Human Resources (HR) department focuses on the following areas:

- * Organisational Development including managing change, training and development
- * HR Operations including recruitment, selection and employee life cycle
- * Compensation and Benefits
- * Pensions
- * HR Administration.

It aims to ensure that:

- * the Tarmac values are shared across the company
- * employee satisfaction is increased which in turn can drive customer satisfaction and business performance.

Recruitment

One area in which HR is involved is recruitment. When a company recruits someone, selection will be done by HR and the employing department working together. Induction and training are the next steps. These are also managed by HR and the employing department.

HR ensures that, once recruited, staff remain. Moreover, as people need to develop and maintain skills, HR is usually responsible for staff development.

It also monitors incentives and bonuses. A company recruits the best and it must reward staff properly in order to retain them.

Tarmac has its own website for graduate trainees. This is designed to show that Tarmac is *the* place to work.

Corporate values

Tarmac's HR strategy ensures that its corporate values are shared and maintained across the company. Staff are expected to follow its four key corporate values.

Tarmac sees these values as essential for:

'â€ helping us to carry out our work day in, day out; they guide us in our dealings with each other and with our customers; ultimately, they are the bedrock of the culture of the company.'