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Trainee HR Manager

### What does your job entail?

Every day is different. My job consists of supporting the HR manager, recruitment and selection, inductions, employee well-being, absence management, training and supporting with ethical audits.

### How did you get into this line of work?

I was sent the advert from University of Ulster and applied. I was working in recruitment at the time, but I knew I wanted a HR role.

### Outline your career to date

I worked in retail part-time throughout school and university. After graduating I worked as a Recruitment Officer in a care company for eight months. Since then, I have been working in ABP 3 years at the end of this month.

### Tell us about your qualifications and training

I studied human resource management at Ulster University Jordanstown and graduated in 2017 with a 2:1. Throughout my time at ABP I have received my Food Safety level 3, Practical Train the Trainer, NEBOSH Managing Health and Wellbeing at Work, chemical training, fire warden training and many more lectures and webinars to keep my knowledge up to date in changes in HR and business. Next month I will be doing my Mental Health First Aid training. I am currently studying CIPD level 7 Advanced Diploma in Strategic People Management.

### What qualities are required for your job – personal and professional?

Communication skills, teamwork, commercial awareness, problem solving and organisational skills, patience, resilience, positivity, confidence, flexibility, empathy, dependability.

### Tell us an interesting fact about yourself

I have climbed the highest mountains in Ireland, Northern Ireland, England, Scotland and Wales.

### Who has inspired you most in your life?

My parents – they always pushed me to be the best version of myself.

### What advice would you give your 16-year-old self?

Do not worry about what others are doing, there is enough success to go around for everyone. You do you.