

My name is Hollie Taylor, and I am an experienced HR and administrative professional with over 10 years of diverse experience spanning business support, HR functions, recruitment, and program delivery. I recently relocated to Bahrain, where I am eager to build a long-term career and contribute meaningfully to a forward-thinking organisation.

In my previous roles, I have worked across multiple sectors, including business support consultancy, HR, and project management. For instance, at Enable Scotland, I successfully designed and delivered 12-week training programs tailored to various industries like hospitality, retail, and care, helping individuals—especially those facing barriers to employment—develop critical skills and achieve meaningful job placements. This experience strengthened my abilities in stakeholder collaboration, program implementation, and fostering inclusive work environments.

Most recently, in my role as a Business Support Consultant at Ozcare, I contributed to streamlining financial administration systems, improving payroll processes, and supporting strategic business growth initiatives. I am highly proficient in managing the entire employee lifecycle, including recruitment, onboarding, performance management, and ensuring compliance with policies and local regulations. My technical skills include working with systems like Dynamics 365, Preceda, JIRA, and the full Microsoft Office Suite. I am a highly organised, detail-oriented professional who thrives in fast-paced environments.

I am passionate about creating positive experiences for employees, driving operational efficiency, and contributing to an organisation's success. Bahrain's dynamic market is the ideal place for me to leverage my expertise while growing both personally and professionally, and I am looking forward to establishing a long-term career here.