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## **EMPLOYMENT REHABILITATION AND CONSULTANCY SERVICES**

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### **Jan Walters**

**BA (Hons) Business Studies**

**Post Graduate Diploma in Personnel Management**

**Post Graduate Diploma in Vocational Rehabilitation**

**Chartered Member of the Chartered Institute of Personnel and Development**

**Member of the Vocational Rehabilitation Association (VRA)**

**Member of the Expert Witness Institute (MEWI)**

**UK Register of Expert Witnesses**

**APIL Expert Database**

Jan is a director of HJS Personnel Services and has been involved in all aspects of the preparation of employment and vocational rehabilitation reports since 1994. She has evaluated the employment and earnings prospects of a substantial number of individuals with disabilities ranging from orthopaedic injuries to catastrophic spinal or brain injuries. She has also prepared reports for employment tribunals and divorce disputes. Jan has extensive experience as a single joint expert and has been involved in mediation.

Jan has advised individuals from a broad range of backgrounds on employment rehabilitation and has assisted and supported them in a return to work. She evaluates individuals' skills, experience and abilities and formulates an action plan. During the implementation stage Jan helps clients to prepare for and seek work in a manner which will maximise their chances of gaining a job. The amount of support varies depending upon the individuals' own skills and confidence. A significant part of the rehabilitation process is to improve an individual's confidence in order to equip them for the workplace. Support is also provided in the early stages of new employment to ensure a smooth transition back into work.

Jan spent the early part of her career with Marks & Spencer Plc in commercial management, gaining experience in the areas of personnel and general management. Before joining HJS Personnel Services she spent four years as a recruitment consultant undertaking assignments across a broad range of industry sectors. Recruitment projects were conducted at all levels from administration to senior management. Jan has experience of the construction industry in an accounting and administrative function, working for her father's housebuilding firm.

Jan is a Chartered Member of the Chartered Institute of Personnel and Development (CIPD). Her final assessment involved completing a management report which studied the effects of the employment provisions of the Disability Discrimination Act 1995. As part of her continuing professional development she has been trained in courtroom skills and in the responsibilities of a Single Joint Expert. In addition, Jan regularly attends seminars and conferences relating to rehabilitation and Expert Witness work.

### **HJS PERSONNEL SERVICES**

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