

Human Resource Manager at Grant Thornton Kenya

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Job Description

(adsbygoogle = window.adsbygoogle || []).push({}); With 11 partners and more than team members, our firm dates back nearly 30 years. We have deep links with the Kenyan business community and in-depth knowledge of the market. We are particularly strong in our tax consultancy services. Many new entrants to the Kenyan and African emerging markets choose us as their financial partners to give them a solid foundation in an exciting new area of business opportunity.

Main Responsibilities of Job

Lead the development of the HR functional strategy to promote employee engagement and drive a high performance culture in line with the Hospital's overall strategy;

Demonstrate ownership of and communicate the HR strategic direction and objectives to all staff;

Prepare the HR annual business plans to ensure delivery of the Hospital's strategic imperatives and make periodic adjustments as required;

Develop and ensure implementation of leading practice strategies in talent development, talent management and culture that strengthen the Hospital's people capabilities in line with the overall corporate strategy;

Keep abreast of local and global HR best practices and make recommendations to the Director, Operations on how this impact the HR role as well as provide suitable interpretation

to management and staff;

Develop and ensure implementation of the robust human resource policies and procedures in accordance with the Hospital's core values, best practices and the Kenyan Labour Laws;

Continually review and assess the effectiveness and efficiency of the Hospital's human resource policies, procedures and processes and identify improvement opportunities;

Maintain awareness and knowledge of contemporary HR practices and equip line managers with skills and knowledge to enable them address diverse people related issues within their functions;

Advise on appropriate organizational structures, business processes and job design to maximize organizational effectiveness;

Ensure the Hospital acquires, trains and develops high caliber, skilled and well-motivated employees capable of matching present and future operational and business requirements in line with the Hospital's Strategy;

Lead the performance management process to ensure the cascading of the Hospital's strategy into individual performance targets and present annual performance evaluation outcomes and appropriate interventions to senior management;

Champion culture transformation initiatives in hospital to entrench and drive desired behaviors;

Develop and ensure implementation of a consistent and strategic approach to talent management processes including identification of top performers, career progression and succession planning;

Develop and ensure implementation of effective reward management and remuneration policies and strategies that promote talent acquisition, retention, motivation and improved productivity;

Ensure development and implementation of a learning and development framework to support the strategic objectives of the Hospital;

Develop and ensure implementation of policies and procedures on disciplinary processes,

dispute handling and grievance management;

Identify, deploy and motivate the HR team including performance appraisal, identification of training needs, mentorship and coaching as well as leave and absence management in line with the hospital's people agenda;

Any other responsibilities that may be assigned to the jobholder by the supervisor from time to time.

Key Skills and Qualifications

Bachelor's degree in Human Resource Management.

Must be a Certified Human Resource Professional (CHRP) or hold a Higher Diploma in Human Resource Management from a recognized institution

Must be a full member with a valid practicing license from the Institute of Human Resources Management (IHRM).

Minimum of 7 years' experience, 4 years of which in a supervisory capacity

Knowledge of best and current human resource practices and approaches.

Broad knowledge and experience in leading practices in organization development, compensation, talent management and development and employee relations.

Knowledge of the Kenyan Labor Laws.

Ability to integrate critical information from diverse areas.

Strategic thinking and problem-solving skills.

Analytical and creative thinking skills.

Strong persuasion and negotiation skills.

Relationship management skills (internal and external customers).

Communication and interpersonal skills including facilitation and presentation skills.

Strong leadership and people management skills.

Ability to effectively manage multiple stakeholders.

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