

GENERAL:

Job Title: Senior Manager – HR Business Partner

Department/ Division: Head Human Resources

Number of Vacancies: 1

BASIC PURPOSE:

The job holder will work closely with business leaders to understand their objectives, challenges, and the workforce needs to ensure alignment with our HR strategies and initiatives to achieve the overall business goals and drive organizational success. Act as a trusted partner and integral part of the team to provide expert HR guidance and advice to business leaders on various people-related matters such as talent management, organizational development, and employee engagement. This role will also involve coaching line managers and leaders to build their people management skills to enable them to be self-sufficient.

MAIN DUTIES & RESPONSIBILITIES:

- **Employee Engagement:**
 - Serve as the first point of contact for employees and managers to address workplace issues, conflicts, and grievances.
 - Drive initiatives to enhance employee engagement, morale, and satisfaction within the business functions
 - Advocate for fair and consistent treatment of employees whilst upholding company policies, procedures and values.
 - Be an advocate for efficient, impactful engagement and accurate delivery of service to drive a world-class customer experience.
 - End to end ownership of non-complex ER cases in business areas

- **Organization Culture:**
 - Drive a culture of high performance where talent is recognized, stretched and poor performance managed (ideally to achieve higher levels of performance)
 - Challenge team cultures and behaviors to ensure that they are always consistent with organizational values
 - Partner with business leaders to create a positive work environment and foster a culture of inclusion, diversity, and belonging.

- **Change Management:**
 - Act as a change agent by supporting organizational changes such as structures, process improvement and culture transformation
 - Help mitigate resistance to change and facilitate smooth transitions by implementing effective change management strategies.

- **Performance Management:**
 - Collaborate with business to monitor the effective use of our performance management processes, including goal setting, performance evaluations, and feedback mechanisms.
 - Support managers in conducting performance discussions and implementing performance improvement plans when necessary.
 - Support for annual performance management process.

- **Workforce planning and Development:**

- Work jointly with stakeholders and teams to ensure the implementation of people strategies within the assigned divisions and/or departments more so.
- Accountable for the effectiveness of the Human Resources Business Partnership in supporting the assigned divisions and departments strategically.

QUALIFICATIONS, SKILLS AND EXPERIENCE:

Knowledge:

- Sounds working knowledge and understanding of all labor regulations and practices
- Strong knowledge of HR best practices, including talent management, compensation, employee relations, and performance management
- Able to change plans, methods, opinions or goals in light of new information, with the readiness to act on opportunities.

Skills:

- Change catalyst who initiates and implements change to enhance teams and organizations delivery
- Ability to work collaboratively and influence at all levels of the organization
- Excellent communication, interpersonal, and relationship-building skills
- Proven experience in leading and coaching a team
- A business acumen partnered with a dedication to legality

Experience:

- At least 8+ years of experience in a Human Resource Field in a highly competitive and dynamic environment
- Proven track record of consistently supporting the achievement of an organization's people strategy, with a market reputation of being a trusted advisor on matters pertaining to HR
- In-depth knowledge of the local banking industry, banking products, banking services and banking regulations

Qualification:

Bachelor's degree in human resources, business administration or related field. A master's degree and CHRP certification will be an added advantage.

To Apply:

Please submit your application quoting the Job title on the subject field

to: TZRecruitment@equitybank.co.tz

Application Deadline: 6th April, 2025.