

GENERAL:
<p>Job Title: Senior Manager – Talent Management Department/ Division: Human Resources</p> <p>Number of Vacancy: 1</p>
BASIC PURPOSE:
<p>Responsible for leading the talent management function to ensure the organization attracts and hires top talent in a timely, efficient, and cost-effective way, while fostering diverse and inclusive hiring practices. Focused on attracting, developing, and retaining high-performing individuals, the role includes designing and implementing talent management programs to enhance employees’ capabilities. Additionally, the individual will be responsible for creating and executing HR strategies that align with business goals, supporting departmental productivity, nurturing a performance-driven culture, and driving overall business success.</p>
MAIN DUTIES & RESPONSIBILITIES:
<p>Talent Acquisition:</p> <ul style="list-style-type: none"> • Sourcing and attracting potential candidates through various channels, developing innovative sourcing strategies, procedures and ensures that there is consistent and positive candidate experience, which increases the prospects of acquisition and retention of talent for the business. • Conducting interviews and assessments to evaluate candidate fit. • Employer branding to enhance company image and attract top talent. • Defining and driving team objectives to meet and exceed hiring benchmarks relating to time to fill, cost per hire, diversity hiring and hiring manager and candidate satisfaction. <p>Onboarding and Integration:</p> <ul style="list-style-type: none"> ▪ Developing a structured onboarding process to familiarize new employees with the company culture and role expectations. ▪ Manages end-to-end staff onboarding and exit process by ensuring the process is done as per bank procedures. ▪ Providing practical support & guidance to managers/supervisors throughout the recruitment process including coordinating probationary review with team leaders. ▪ Providing necessary training and support during initial stages. <p>Employee Development:</p> <ul style="list-style-type: none"> ▪ Identifying individual employee strengths and development needs. ▪ Lead development of Learning and Development strategy, framework, and the Learning Academy execution for the organization. ▪ Develop annual training programs and annual training calendar, which supports business strategy and complies with regulatory requirements. ▪ Implementing training programs, mentoring, and coaching initiatives to enhance skills.

- Creating career development plans for employees, oversee and continuously review a talent management program to establish career paths, cultivate leadership capacity, and ensure retention of high performers through access to personal development opportunities such as coaching and mentoring, networking, talent rotation, and secondment.

Succession Planning:

- Identifying potential future leaders within the organization.
- Developing targeted development plans for high-potential employees.

Talent Analytics and Reporting:

- Tracking key talent metrics to measure the effectiveness of talent management strategies.
- Research and analysing data to identify trends and areas for improvement.

QUALIFICATIONS, SKILLS AND EXPERIENCE:

Qualifications:

- In-depth knowledge of the Tanzania Labor market and commercial banks working environment.
- Excellent knowledge of recruitment procedures and record keeping.
- A business acumen partnered with a dedication to legality.
- Diligent with outstanding planning abilities.
- An analytical mind able to “see” the complexities of procedures and regulations.
- Excellent communication skills.

Education:

Bachelor’s in human resources, business administration or related field. A master’s degree from a reputable institution will be an added advantage.

Experience:

- At least 8+ years of experience in a Human Resource Field, 4 of which should have been in a senior management capacity 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.

To Apply:

Please submit your application quoting the Job title on the subject field to: TZRecruitment@equitybank.co.tz

Application Deadline: Friday 14th March, 2025.