

Exciting Career Opportunities

HR Business Partner

Reporting to: Country Head of Human Capital

Business Unit: Human Capital

Location: Lusaka

Job purpose

To act as trusted advisor to the business in order to optimise individual and organisational effectiveness. In conjunction with Country Head of Human Capital, develop and implement Human Capital strategies aligned to business strategy, managing HC processes, systems and administration and providing ongoing leadership and guidance on effective human capital management.

Responsibilities

Human Capital Strategy

- Take responsibility for the programme management of Human Capital initiatives and projects and drive their successful implementation
- Collaborate with BU Heads, Human Capital Centre of Excellence (COE's) and broader HC team to align HC strategies and plans to the needs of the business units.

HC Administration, MI and Reporting

- Co-develop and review key metrics and analytics for measuring the success of HC initiatives and manage their ongoing relevance and implementation

Stakeholder Engagement

- Build and maintain trusted advisor relationships with the business in order to understand their business opportunities and challenges. Educate, advise and recommend people related solutions that improve employee engagement and productivity.

Governance, Risk and Compliance Management

- Continually track and assess impact of key people practices, communicate to relevant people, make recommendations and take remedial action as required

Performance Management

- Ensure implementation of efficient and effective performance management systems that help

business units achieve their set goals.

- Liaise with Business Units and other relevant HC Units to ensure Performance Improvements Programmes are executed in order to improve productivity of identified employees.

Employee Relations and Engagement

- Design and implement strategies that promote employee motivation and engagement in the business units in order to improve both employee and business unit productivity.
- Working with Employee Relations, proactively resolve employee queries within agreed time frames to the satisfaction of the employee.

Compensation and Benefits

- Ensure BU's remuneration information is aligned to internal data and market surveys and advise internally on compensation best practice linked to BU strategy and resolve individual anomalies and challenges.

Managing change

- Lead the design and implementation of key stakeholder engagement and communication interventions in support of critical business initiatives in order to achieve change programmes objectives.

Candidate Requirements

- Grade 12 School Certificate with 5 credits including English and Mathematics
- Relevant degree, e.g. Human Resources, Public Administration, Business Administration, Masters Degree is an added advantage.
- 5+ years' experience in a similar role, knowledge of Human Resource Labour laws, policies, practices and procedures
- Proficiency in MS Office (Word, Excel, Power point and Outlook),
- Member of ZIHRM with a valid practicing certificate

Interested Applicants who meet the job requirements should e-mail their CV's to jobs-zm@bancabc.com
Only shortlisted candidates will be contacted. Be sure to include the job applied for in the subject field.

Closing date: Tuesday, 15th September, 2020.

Reshaping African Banking