

Profile Summary

Strategic People & Culture Leader with over 15 years of progressive experience driving HR transformation across Africa and beyond. Proven track record in **talent management, leadership development, culture transformation, and diversity & inclusion strategy**. Adept at aligning people strategy with organizational growth, building inclusive workplaces, and leveraging HR analytics to improve decision-making. Recognized for leading **high-impact projects** including succession planning, performance management system overhauls, and culture transformation initiatives that deliver measurable business results.

Core Competencies

- **Strategic Leadership & Talent Management** | Talent Planning | Performance Management | Succession Planning | Retention | DE&I
 - **Compensation & Benefits Design** | Compensation Philosophy & Structure | Benefits Administration
 - **Change Management** | Culture Transformation | Organizational Restructuring | Employee Engagement
 - **HR Compliance & System** | Policy | Enterprise Risk Management | HRMIS & Analytics
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Work Experience

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| Head of HR & Administration - AECF (Sub-Saharan Africa) | 03/2021 to Current |
| <ul style="list-style-type: none">• Designed and executed inclusive HR strategies across multiple African countries, ensuring alignment with organizational growth and sustainability goals.• Led business DEI and culture transformation strategy and road map including KPIs and reporting cadence.• Implemented inclusive recruitment, selection, compensation and reward practices achieving diversity of candidate pools, workforce cutting attrition by half.• Designed and delivered DEI and inclusive leadership trainings for managers, creation of toolkits for inclusive language, bias interruption and equitable hiring rubrics to create awareness and promote accountability.• Established a succession planning framework, mapping 50+ critical roles and developing leadership pipelines that increased internal promotions by 30%.• Spearheaded a major culture transformation initiative, including employee journey mapping, resulting in a 20% improvement in staff engagement and retention.• Overhauled the performance management system, linking individual KPIs with organizational objectives and improving accountability across teams.• Built and established DEI and HR dashboards and scorecards for management and board reporting and gametized DEI trainings.• Introduced digital HRIS-driven processes that reduced HR administrative workload and cut down errors by 25%. <p>Key Achievement: Positioned AECF as a leading employer of choice in the sector through inclusive people practices and culture change initiatives.</p> | |
| Human Resources Manager - KAREN COUNTRY CLUB | 06/2019 to 02/2021 |
| <ul style="list-style-type: none">• Partnered with the leadership team to embed inclusive practices into hiring, onboarding, performance and talent review advising on inclusive culture practices and change adoption with practical interventions.• Led a strategic revamp of onboarding and employee engagement programs, achieving a 15% boost in employee satisfaction.• Implemented new HR policies and compliance frameworks, modernizing employee relations and labor law adherence.• Took charge of a large-scale organizational restructuring project, optimizing workforce allocation during critical transitions.• Led the redesign of the performance management system, driving clearer performance expectations and career development pathways. | |

Key Achievement: **Successfully managed organizational redesign with minimal disruption while increasing workforce productivity.**

HR Manager - GLOBAL COMMUNITIES (Kenya, Malawi & Tanzania)

06/2017 to 06/2019

- Directed HR operations across three countries, managing diverse multicultural teams and ensuring compliance with local and international labor laws.
- Conducted job evaluation and compensation analysis, ensuring pay equity and market competitiveness.
- Introduced diversity and inclusion initiatives, enhanced onboarding to reinforce culture and inclusion expectations contributing to a more equitable workforce.
- Oversaw employee relations, conflict resolution, and exit management, capturing feedback that informed HR strategic actions.

Key Achievement: Standardized HR policies across three countries, ensuring inclusivity, efficiency and consistency in people practices.

HR and Administration Manager - RADIX CONSULTING

08/2014 to 06/2017

- Managed full employee lifecycle, including recruitment, performance reviews, and professional development programs.
- Streamlined payroll management and HR database systems, improving accuracy and compliance.
- Supported department heads with workforce planning and succession pipelines.

Key Achievement: Implemented workforce planning that reduced hiring costs by 20% while improving talent retention.

Administration Manager - BRIDGE INTERNATIONAL ACADEMIES

01/2014 to 08/2014

- Oversaw administrative operations, procurement, and office resource management.
- Led cross-functional initiatives that improved efficiency in organizational support services.

People Operations Officer - DUBAI BANK LIMITED

06/2009 to 08/2012

- Led diversity and inclusion initiatives and improved HRIS data accuracy.
- Developed retention strategies after analyzing turnover data.
- Aligned HR programs with corporate objectives, strengthening workforce planning.

Education

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| • Masters: Business Administration 2023
Strathmore University Kenya | • Higher Diploma: HR Management 2016
CHRM Kenya |
| • Pan African MBA Module 2022
IESE Business School Spain | • Bachelor of Arts: Communication (PR) 2009
Maseno University Kenya |

Certifications & Professional Qualifications

- Behavioral Science of Management – Yale School of Management
- Certified Human Resource Management Professionals (CHRP-K), SHRM-SCP, SPHRi, IHRM
- Enterprise Risk Management Certification
- RIKA Fellow
- Global Executive Coaching Diploma (GECD) – ICF
- Korn Ferry Hay Job Evaluation Method

References to be provided upon request