

## Profile Summary

Leading Business and HR professional with over 15 years' professional experience in proffering exceptional **Talent Management, Strategy Development and Employee Relations** services which have ensured continued business growth and corporate citizenship. Effective at initiating and implementing healthy HR policies, training plans, compensation plans and performance strategies. Communicate policies effectively to new and existing employees. Skilled in the usage of SAP Success factor, PeopleHR, BambooHR, Sage, and other HR Software.

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## Skills

- Industrial/Employee Relations
- Labour Law, HR policy design and implementation
- Talent Management
- Performance Management
- Change Management
- Business Management
- Corporate Culture
- Health Safety and Environment
- Compensation and Benefit Management
- Talent Acquisition
- Strategy

## HIGHLIGHTS

- Energetic, reliable and adaptable with solid understanding of Human Resources and Business operations
- Understand of basic accounting and finance operations
- Ability to identifying methods for improving staff productivity and organizational behavior
- Excellent communication and interpersonal skills
- Highly organized, analytical and decisive with strong problem solving capabilities
- Rapidly learn new business environment and delivering both immediate and long term objectives
- Team player and goal getter with flexible and positive attitude

## KEY CAREER ACHIEVEMENTS

- Managed the activities of NUPENG and PENGASSAN in Sterling Oil Exploration and Energy Production Company thereby reducing negative exposure of the company to strike and lockouts which reduced the intensity of strike actions by over 90%
- Concluded five (5) Collective Bargaining Agreements with NUPENG and PENGASSAN within time frame set by Management thereby reducing negotiation cost by over 95% while also reducing employees' man-hour loss
- Solely and effectively represented Sterling Oil Exploration and Energy Production Company Management at summons by committee on Public Petitions at the National Assembly to defend the Company employees' related issues
- Reviewed HR policies and procedures in line with best practice and global standard
- Successfully represented Sterling Oil Exploration and Energy Production Company Ltd at meetings with DPR, NAPIMS, NCDMB, NNPC and Ministry of Labour and handled all issues with the regulatory bodies effectively

- Facilitated the design and development of a standard training facility for The GIG Group Ltd which enhanced business significantly
- Spearheaded the design and development of a Learning Management System for VDT Communications
- Put in place a Management Traineeship Program for VDT Communications Ltd
- Worked with executive Management team at various companies to develop Business and People Management Strategies

## **PROFESSIONAL EXPERIENCE**

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**JobsGate Limited                  Managing Consultant    Sept. 2021 till date**

**BWC Group - Group Head, Business Operations & HR    June 2020 till Sept, 2021**

Provides Strategic Business and HR Services to five (5) Business Units to position the company as one of the greatest places to work and do business

- Develop and implement talent Management strategies for the Group
- Oversee the review of policies and procedures
- Oversee the development of compensation strategies and plans
- Coordinate all subsidiaries HR Managers to deliver quality service to all stakeholders
- Ensure smooth implementation of HR policies and procedures across the Group
- Ensure good employer-employee relationship
- Design and develop Performance Management strategies and plans
- Work with Leadership team to create strategic, departmental and individual objectives
- Coordinate the annual performance appraisals and talent review
- Oversee Finance and Accounts units

**Jotna Group - Group Head, Talent Management    Oct. 2018 till May 2020**

Jotna Group is a Nigerian conglomerate with key interest in the manufacturing sector. The Group comprises The Lacasera Bottling company, Prima corporation and Engee-pet Manufacturing. I provide Talent and Compensation Management to all subsidiaries.

- Designed compensation packages and bonus programs that align with the company’s strategic plan
- Ensured salaries and benefits comply with the current legislation about human rights and pay equity
- Identified trends and implement new practices to engage and motivate employees
- Conducted research on employee satisfaction using Employee Net Promoter Score
- Renewed compensation plans with monetary and non-monetary benefits based on employee needs
- Kept track of prevailing pay rates and make sure we offer competitive compensation plans
- Draft job descriptions, job analyses and classifications
- Structure compensation in ways that will yield the highest value for the organization
- Evaluate and report on the effectiveness of employee benefit programs
- Track compensation and benefits benchmarking data
- Design Competency strategies and framework for the Group
- Identify, attract, engage and measure talent across the Group
- Evaluated the status of Talent Management strategies and proposed review when necessary

- Developed Learning and Development strategies and ensured implementation

#### **HR/IR Manager - Sterling Oil Exploration & Production Company**

December 2015 – December 2017

A member of the Sandesara Group diversified in petroleum Exploration and Production in Nigeria. I worked closely with all service companies and third party contractors' Management and HR specialist teams to provide leadership and expertise for the full scope of Human Resource functions.

- Led the organizational design and restructuring as it relates to people and talent management
- Developed, implemented and maintained strategy for vendor management, compliance and governance
- Managed headcount, implemented compensation strategy and pay structure, leading salary benchmarks and negotiations, and driving people commitment and performance
- Oversaw Labour and Industrial Relations, developing and maintaining long standing relationships with relevant labour unions across Nigeria
- Represented Management in various meetings with unions (PENGASSAN and NUPENG) and government bodies such as DPR, NAPIMS, NCDMB, Ministry of Labour
- Developed company-wide manual for effective management of employees' relations
- Liaise with businesses and diagnosed interventions needed in improving organizational effectiveness
- Planned and drove the recruitment cycle with recruiting Managers and Executives, identifying challenges, and providing solutions
- Provided HR support to employees across 13 locations, managing the support team and achieving overall departmental effectiveness
- Head the team that developed competency framework for the organization.
- Managed disciplinary procedures and grievance process

#### **VDT Communications - HR Generalist**

August 2014-August 2015

- Designed a Learning and Development Strategy in line with business requirement in the company
- Led the corporate culture restructuring
- Responsible for Performance Management
- Handled employee engagement through effective Human Resource Business Partnering
- Designed competency framework and mapping which ensured regular supply of skilled workforce and value to the company.
- Initiated a new succession planning strategy to ensure that there is a regular supply of personnel for key and critical positions
- Ensured that knowledge gap identified within the system is effectively analyzed and effective L&D strategy put in place to correct deficiencies
- Reviewed and delivered the employee handbook before given date

#### **The GIG Group – Group Head, Human Resources**

September 2013-July 2014

I worked in the capacity of Group Head, Human Resources for seven (7) Business Units. I facilitated Lasting Human Resources initiatives that led to the growth of the company by over **70% in Returns on Investment**. I worked directly with the Group Chairman and collaborated with subsidiaries Heads and Departmental Heads during strategic planning.

- Introduced Balanced Scorecard strategic management tool and worked with Management team to develop strategy and key performance indicators for staff
- Built a robust employer brand and value proposition that made the company a compelling place to do business and a compelling place to work, thus ensured the interests of stakeholders were met

- Established a state of the art training school for the company and designed learning and development strategies that improved staff competencies through structured and informal on the job and classroom trainings
- Ensured competent personnel are hired, engaged, retained which led to the achievement company's objectives
- Head the team that developed the Group Competency Management System

**Staflex Consulting – Office Manager**

Sept. 2012 till August 2013

- Managed office operations including accounting and business processes
- Led the business development team; consulting and marketing
- Reviewed the firms HR policies in line with its mission and vision
- Set target to the marketing and consulting teams and led them to achieve the set targets
- Proffered consulting and training services and solutions to clients in all areas
- Oversaw all executive selection assignments
- Supported and deputized for the Managing Consultant whenever necessary
- Coordinated development and presentation of proposals to clients and ensure clients recruitment

**Staflex Consulting - Recruitment Consultant**

October 2008 till July 2012

- Coordinated induction programs for employees
- Oversaw the recruitment and selection and on-boarding of new employees
- Responsible for staff benefit and welfare administration
- Facilitated classroom instructions for employees
- Prepared offer letters, reference check, salary breakup and appointment letters for new recruits

**EDUCATION**

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- Masters of Business Psychology, **University of South Wales, UK** in View
- B.sc in Industrial Relations and Personnel Management (2.1), **Lagos State University** 2007

**PROFESSIONAL CERTIFICATIONS**

- Associate Member, Chartered Institute of Personnel Management of Nigeria 2011
- Member, Society for Human Resources Management, USA 2014
- Professional in Human Resources (PHRi) 2014
- IT Infrastructure Library (ITIL) 2015

**TRAININGS**

- Instructor – Led Course Development with Facilitation skills - Phillips Consulting 2019
- Balanced Scorecard training - Balanced Scorecard West Africa 2015
- Master class Human Resource Management training - People source Consulting 2014
- Human Resource Management Class - Kendor Consulting 2013
- Sage VIP Payroll/HR training - AGL Consulting 2014
- Learning Management System training 2014
- ITIL Foundation Certification - Digital Jewel 2014
- Advanced Human Resource Management Training - Tom Associates 2015

## References

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