



## **JOB TITLE: Human Resources Business Partner**

---

**Locations:** Head Office NBC

**Time type:** Full time

**End Date:** March 31, 2025 (8 days left to apply)

**Job requisition id:** R-15973329

NBC is the oldest serving bank in Tanzania with over five decades of experience. We offer a range of retail, business, corporate and investment banking, wealth management products and services.

### **Job Summary**

The role holder will own the HR Business Partner relationship with specific business function(s) and will effectively integrate into the management team of the function.

This role will also work to support the Head of HR in the development and delivery of the business areas' HR agenda and strategy. The HRBP will work in partnership with business leaders and in collaboration with HR colleagues on the implementation of the general HR agenda, which may include:

- Organization change and its impact on people.
- Reward and pay round processes.
- Performance Development.
- Resourcing.

- People capability build/Talent development.
- Employee Engagement.

## **Job Description**

### **Partnership 60%**

- Ownership of the relationship with respective function
- Internal client relationships in relation to specific HR activity
- To be an active and influential player enabling the effective diagnosis of business issues/ strategy and goals, turning these into People Plans (E.g. STP, MTP)
- Take a proactive role in the development of the HR Priorities and lead the implementation of this and other major change as required within your business areas.
- Drive business leadership teams, through the interpretation of these priorities turning them into real action plans
- Provide active leadership, in partnership with business leadership teams, on HR issues such as reward, employee relations, talent, performance, organization development/change, culture, leadership and learning and development
- Challenge, provoke and coach business leaders on how to engage employees and address resulting people issues and build people capabilities effectively.
- Drive the raising of the performance bar and build a strong and rigorous performance development culture (consistency checks, quality of PDs, health checks, PIPs).
- Demonstrate thorough understanding of the business through the design and implementation of HR initiatives that address specific business needs.
- Work with management to ensure high engagement levels.

### **Manpower Planning & Talent Management 30%**

- Effective manpower/people plan designed for specific initiatives
- Follow through of resourcing to ensure effective people cover
- In conduction with development partners ensure the implementation of talent review process in business unit: ½ yearly plans.
- Follow through on development plans for teams in business units (training, internal transfers, assignments, job swaps, etc).
- Ensure strong bench strength in the business unit.

### **Operational Support 10%**

- Ensure understanding of group policies and governance processes, driving compliance as appropriate within own business area

- Provide MI reports for own area
- Participate in projects that may come up in the HR function

## **Knowledge, Expertise & Experience**

### **Essential**

- 5+ years HR generalist experience or HR consultancy experience.
- A Degree in Human Resource Management or a relevant professional Qualification and evidence of continued professional development.
- Full range of distinctive capabilities and at least 70% of technical capabilities.
- Change Management experience
- HR Project Management experience
- Experience in recruitment, performance, and reward management.
- Functional HR Planning & execution.
- Comprehensive understanding of the People Process
- Excellent recruitment skills
- Knowledge of Tanzania Employment Labor Relations Act
- Computer Literacy - Word, Excel & PowerPoint
- Experience in Talent Management

### **Preferred**

- Resourcing experience, & Employee relations experience
- Full range of distinctive, technical capabilities and experience in high performance organization or world class HR consultancy
- Post graduate qualification

### **Qualifications**

Bachelor`s Degrees and Advanced Diplomas - Human Resources Management, Customer Excellence - Service Delivery (Meets all of the requirements), Digital familiarity (Meets some of the requirements and would need further development), Effective communication - Basic (Meets all of the requirements), Emotional intelligence (Meets all of the requirements), Enabling team success (Meets some of the requirements and would need further development), Ethics and values (Meets all of the requirements), Experience in a similar environment, Human Resource Consulting (Meets some of the requirements and would need further development), Openness to change (Meets some of the requirements and would need further development)

**APPLY HERE**

