

CAREER OPPORTUNITIES



SBM is a leading financial services group in Mauritius, with a growing presence in the region, namely in Kenya, India and Madagascar. We serve a client base of more than 875,000 across the corporate, retail and high net worth segments and we provide adapted financial solutions supported by multi-channel capabilities within a universal banking model. The strategy of the Group revolves around modernisation and diversification of its offering, expansion of its markets, enhancement of capabilities prominently with respect to human capital, and effective risk management.

Our employees – currently more than 2,500 across the Group – are at the heart of our growth strategy. In our quest to be the employer of choice, we are laying increasing emphasis on developing and nurturing talent. SBM aims to become a reference in creating talent for a smarter tomorrow.

Open your door to success by joining us in the following challenging position:

HR Business Partner

Job Purpose:

Reporting to the Head of HR/HR Operations Lead, the HR Business Partner will be responsible for the tactical and operational execution of the various human resources strategies and initiatives in line with internal HR policies and regulations, working in collaboration with the different lines of business.

Key Responsibilities:

- Assist and advise the business teams/line managers with the employee life cycle i.e. staffing, performance management, people development, reward management, succession planning, employee relations matters, welfare, pension matters, training and development and health and safety matters and exits in a timely manner
- Proactively drive and support delivery of HR processes, engagement initiatives and issues
- Partner with the leadership team on functional business issues and organizational change, leading on planning specific HR strategies in order to meet business goals
- Act as a single point of contact for employees, supporting middle management/supervisors with employee issues
- Drive the successful implementation of HR policies and procedures
- Manage annual processes, such as performance appraisals in partnership with respective teams
- Provide support to employee development, including identifying needs across groups and working with internal contacts to offer solutions
- Work with line managers to define their staffing needs and provide end to end support in meeting approved requirements, including the recruitment process
- Coordinate the onboarding of new employees
- Manage and maintain employee records
- Attend to employee queries and provide relevant advice in line with HR Policy
- Drive/support disciplinary and grievance processes where relevant
- Provide relevant support in respect of staff training and development
- Support Employee Welfare initiatives
- Provide general support to the HR Division and participate in ad-hoc HR projects as and when needed

Qualifications, Experience & Skills:

- University Degree in Human Resources Management or in any other relevant field
- At least five years of experience in a supervisory role in the HR field
- Strong understanding and knowledge of current labour laws and regulations
- Ability to work closely with senior business stakeholders
- Excellent analytical skills
- Excellent written and spoken communication skills
- Excellent interpersonal, negotiation and organizational skills
- Ability to work both independently and as a team player
- High sense of ethics, integrity and professionalism

If you believe in taking new challenges with the right mindset, please refer to our website for full details and complete our online application form on www.sbmgroup.mu/vacancies by Wednesday, 27th January 2021.

We thank you for your interest and invite you to grow with us.

Kindly note:

All applications will be dealt with in strict confidence.

Please favour online application.

The Group reserves the right to call only the best candidates for interview OR not to fill this position following this advertisement.

SBM is an equal opportunity employer.

One step in the right direction and a giant leap for your career.