



# BLISS

## HUMAN RESOURCE

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HIRE | TRAIN | RETAIN

# Company Profile |



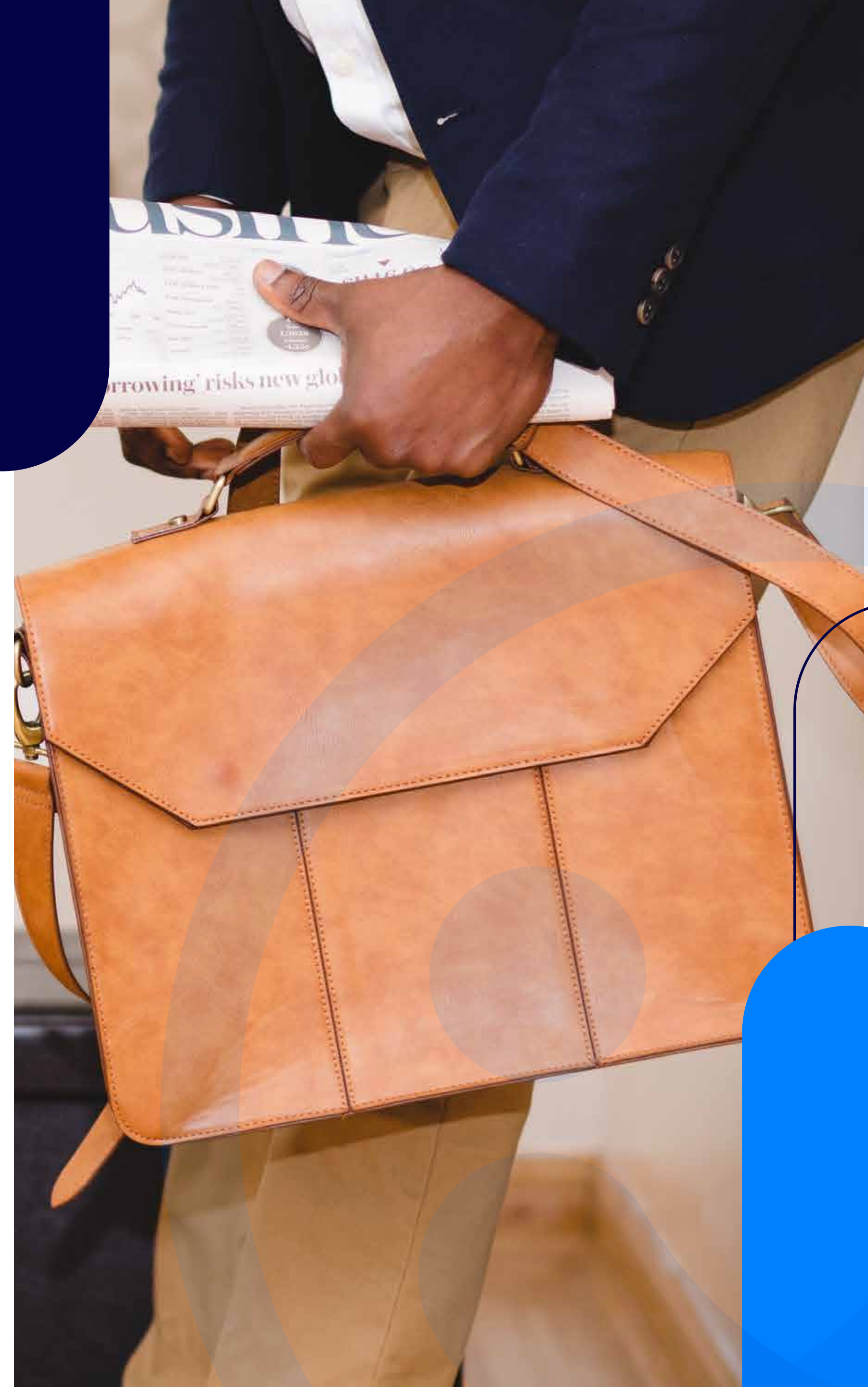
[www.blisshr.africa](http://www.blisshr.africa)  
[recruitment@blisshr.africa](mailto:recruitment@blisshr.africa)

# ABOUT US

Apple trees are large if grown from seed. There are more than 7,500 known cultivars of apples, resulting in a range of desired characteristics. Different cultivars are bred for various tastes and uses. Breeding a new apple cultivar takes a long time and involves many steps. The aim is to produce high-quality fruit that consumers will like and want to buy. The point of apple breeding is usually to make better-quality apples. Today's breeders also need to meet changing consumer demands and compete in global markets.

The "Apple Tree" philosophy is likely similar in choosing your best talent for your organization; large if grown from seed, and by using different cultivars may have various taste and desired characteristic. At Bliss Human Resource Management we deploy our unique approach and with support of our recruitment experts in various industries that will entirely focused by identifying the company's requirements and needs, and on the other hand positioning executives to find their match. We help Clients to build their future Leaders as we believe that hiring the key factor to client's organization success.

Bliss HR is a consulting firm that specializes in providing executive recruitment services and HR consultancy. We work extensively for leading companies, both multinational and local, on challenging hires where best in class talent is required. Bliss HR was established by group of former HR practitioners from various industries background. The firm itself started in Nairobi in 2016 as more and more organization like yours are finding that hiring high standards and quality executives for middle-to-senior executives is challenging



## Our Values

# ART

Admired

Reliable

Trustworthy

## Vision

Our vision is to attract, develop, and retain top talent, foster a culture of excellence and innovation, and support effective leadership for driving performance and change..

## Mission

To empower Businesses through Customized Executive Search, Staffing Solutions, and HR Consulting to Optimize Human Capital Potential.

# WHY BLISS HR



## Database

Over 1000 qualified databases.

## Target

Specific database with focus on high quality candidates



## Consultant

HR Practitioners with multi talents in utilizing a combination of the cutting edge technology and in-depth research to ensure qualified candidates.

## Strength

Our strength in executive placement & staffing, HR consultancy, Training & Development, and pre-assessment.



## Service Suit

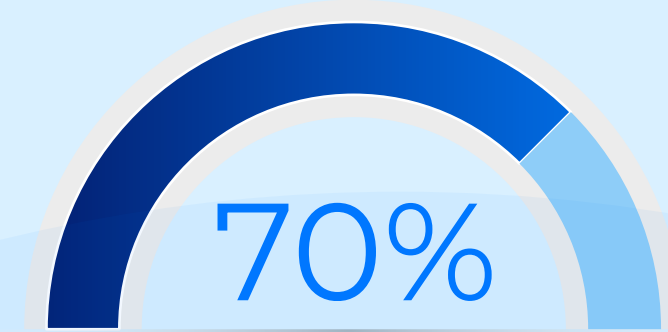
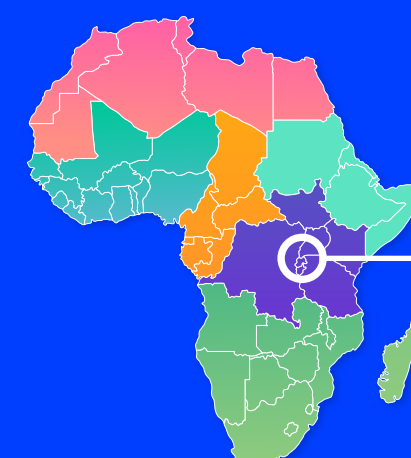
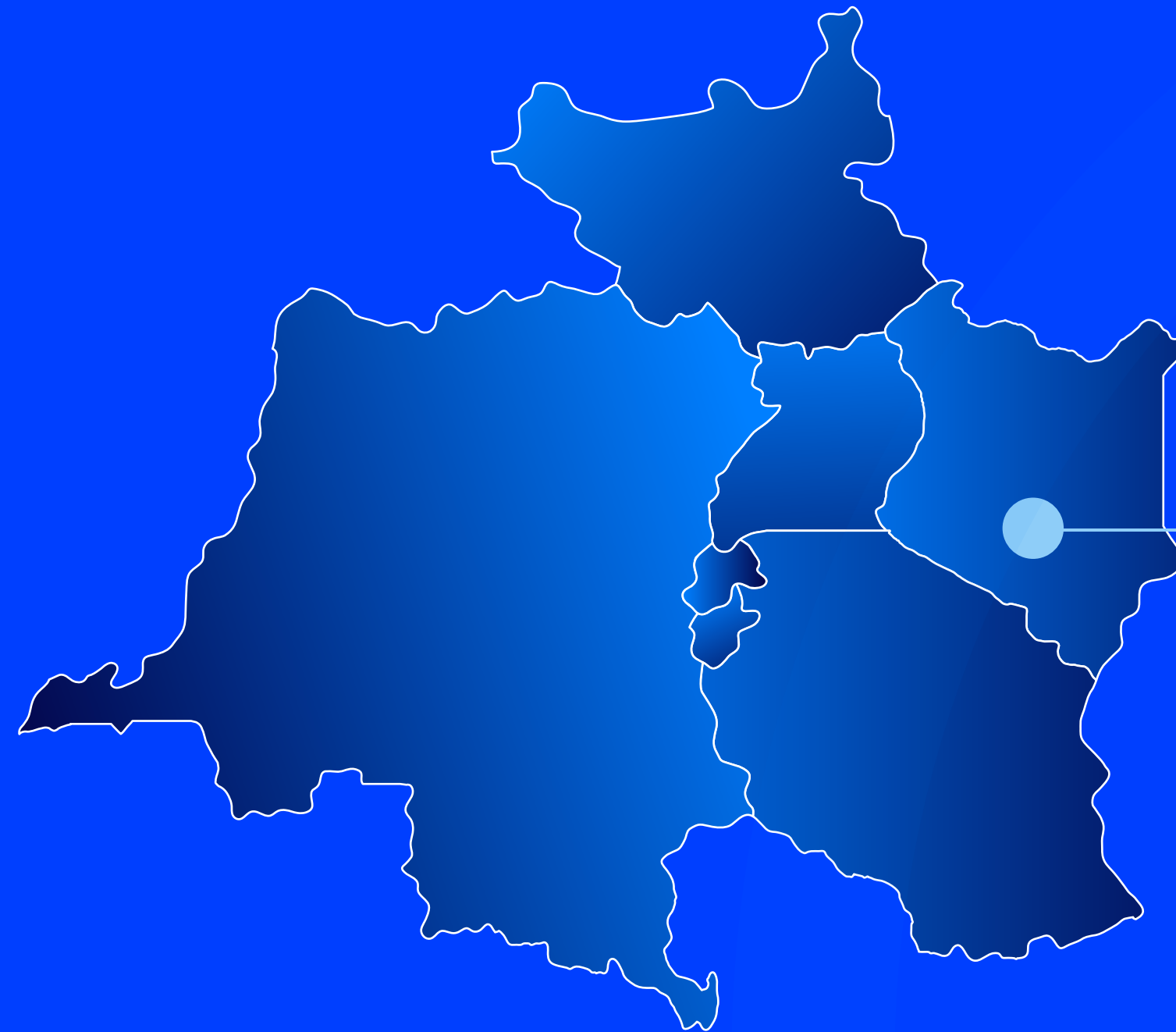
Tailor made in Executive Search and Staffing, HR Consultancy, Assessment in selection, process, Training & Development

## Partnership

Partnership with more than 50 search agencies.



## East Africa



East Africa boasts 70% of its population youth workforce below 30 years.

## KENYA

is the 45 most competitive nation in the world out of 140 countries ranked in the 2018 edition of the Global Competitiveness Report published by the World Economic Forum will increase ASEAN's competitive edge as a production based in the world market through state's barrier elimination.

# ONE-STOP SOLUTION **SERVICES**

As Human Resources evolves continuously across the world as the key strategic component within organizations, choosing the perfect fit HR solution is critical to engage and empower your organization. Bliss Human Resource also provides a one-stop solution to your organization needs. We provide an end-to-end Human Resources services that is tailored to your specific requirement and needs.

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## Executive Search & Staffing

Bliss HR provides Executive Search and recruitment services. Our Researchers and Consultants are working closely to the market trend and use benchmarking to find candidates of your criteria to help your company's future Leaders. This includes **Full Time, Part Time and Project Based** employment status

02

## CEO & Board Search

Bliss HR provides a high-level Executive Search such as CEO, and Board Management level. Our CEO search capabilities meet a broad range of client needs, covering numerous industries and specialized requirements. An experienced support team draws on the firm's global sources including specialist colleagues.

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## Outsourcing

- Business Process Outsourcing
- Manpower Outsourcing
- Cleaning Services
- Catering for Employees
- Security Personnel
- Employee Transportation Services
- Support Services in the mining and oil sectors

# ONE-STOP SOLUTION **SERVICES**

04

## HR

### Consultancy

- Organization Structure & Organization Development
- Job Analysis, Job Evaluation & Job Description
- Performance Management
- Job Grading & Salary Structure
- Training Need Analysis
- Competency Gap & Employee Engagement

05

## Training &

### People Development

#### Competency Development & Training Management

- Competency Mapping
- Competency Classification
- Matrix Competency
- Competency Gap

#### Training Format : Gamification

In-House, Public Training, Outbound

06

## Assessment

### Test

- Psychological & Personality Test : DISC, PAPI Kostick, Kraepin-Pauli, Case Studies, FGD, Integrity Test, MBTI
- Competencies Assesment:
  - Competency Model
  - Competency Mapping
  - Competency Classification
  - Competency Gap



## Executive Search & Staffing

Bliss HR provides Executive Search and recruitment services. Our Researchers and Consultants are working closely to the market trend and use benchmarking to find candidates of your criteria to help your company's future Leaders. We recognize that HR and its recruitment team are busy so let us assist you to find the right person at the right place.

We, at Bliss HR have a large candidate database that are categorized into industries and functional based. Categories are based on Consumer, Retail, Banking and Financial, Oil & Gas, Manufacturing, Construction, Automotive, Education, Health Care, Media & Entertainment, Public Sector, Non-Profit Organization and Government related while function are categorized as Human Resources, General Affairs, Finance & Accounting, Information Technology, Sales & Marketing, Brand Communication, Legal & Compliance, Manufacturing & Supply Chain, Risk Management, Corporate Secretary, and other Strategic functions.



# CEO Board Search

Bliss HR provides a high-level Executive Search such as CEO, Chairman, and Board Management level.

Our CEO search capabilities meet a broad range of client needs, covering numerous industries and specialized requirements. An experienced support team draws on the firm's global sources including specialist colleagues.

## RECRUITMENT SERVICES

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### Full Time

We assist our client to seek for full-time employment based.

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### Part Time

We assist our client to seek for part-time, either for replacement and contractual based.

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### Project Based

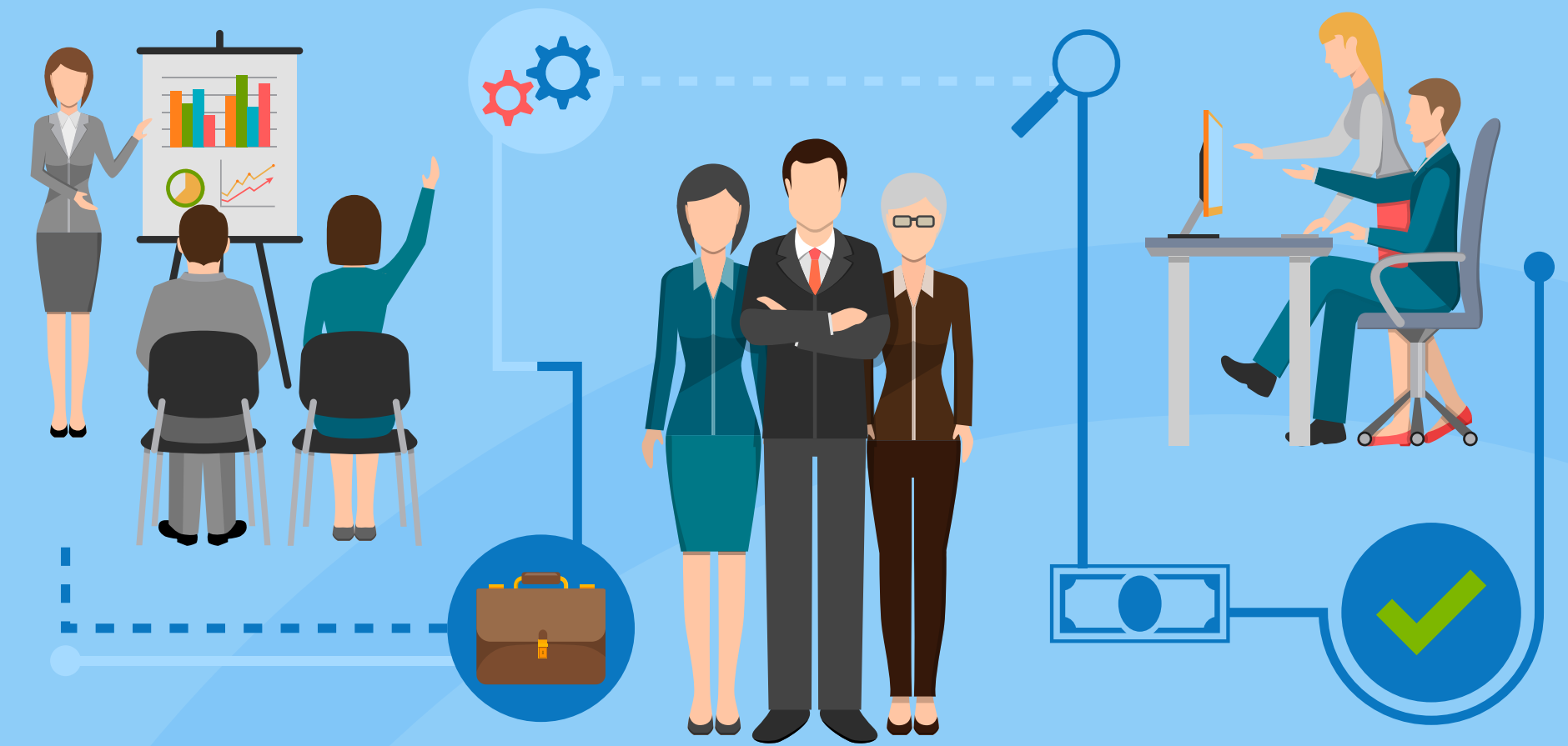
We provide manpower for project based where it end as the project finishes



# OUR APPROACH

Hiring as easy as

1-2-3



## SEARCH AND SELECTION

People are the most important asset in your organization. We provide direct search and headhunting services to help you find the best experienced and top performing profiles for your top management and middle management teams.

## PERSONAL APPROACH

At Bliss Human Resource, we go to great lengths to really understand you and your business. We are renowned for our professionalism and our personal approach. With more than 10 years of search and selection experience under our belt, we look forward to helping you reach your goals.

## PARTNERSHIPS

Bliss Human Resource builds on long term relationships. With our clients as with our candidates. Understanding their professional expectations and seeing options. Make a true difference by knowing the needs and desires of all involved and then create the 'FITTING MATCH'.

## A STRONG NETWORK

Over the years, we have helped many organizations with complex searches for one-of-a-kind profiles. Since 2017, we have partnered with multiple stakeholders in the industry to make sure we give you only the best. This has further extended our network and recruitment power, both for fixed and temporary contracts.

# HR Consultancy

We provides HR Consultancy by combining our seasoned Consultants and varied expertise and the depth of local market knowledge to advisory-related such as business valuation and restructuring.

## Business Strategy

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- Vision, Mission, Values
- Organization Structure & Org. Dev.
- Business Plan
- Business Strategy
- SWOT & TOWS
- Balance Score Card
- Key Result Area
- Key Performance Indicator
- Performance Indicator

## HR Consultancy Services

- Job Analysis, Job Evaluation & Job Description
- Performance Management
- Job Grading & Salary Structure
- Talent Management
- Training Need Analysis (TNA)
- Competency Gap
- Employee Engagement
- Employee Retention



# Assessment TEST

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## 1. DISC Personality Test.

This test lets you determine your DISC type and personality profile quickly. Find out how DISC factors, Dominance, Influence, Steadiness and Compliance predict the behaviour towards others.

## 2. PAPI Kostick.

This test measure the personality dynamic which was specifically design to elicit behaviours and preferences which are appropriate to the workplace.

## 3.Kraepelin-Pauli.

The Kraepelin test, or the newspaper test is intended to determine the personality of a person to measure memory, and matters related to distraction fatigue. From the results of objective calculations it can be interpreted to three factors, namely: speed, accuracy, and endurance.

## 4. Case Studies.

A Case Study is a research method involving an up-close, in-depth, and detailed examination of a subject of study (the case), as well as its related contextual conditions.

## 5. Forum Group Discussion (FGD).

A discussion group is a group of individuals with similar interest who gather either formally or informally to bring up ideas, solve problems or give comments

## 6. MBTI

## 7. Integrity Test.

Integrity tests are administered to assess whether the honesty of the potential candidate is acceptable in respect to theft and counter productive work behavior. These tests may weigh in on the final personnel decisions.



# Competency

## Assessment



- a). Competency Model
- b). Competency Mapping
- c). Competency Classification :
  - Functional Competency ; Skill & Knowledge
  - Core Competency
  - Behavioral Competency ; Leadership Skills & Managerial Skills
  - Role Competency
- d). Matrix Competency
- e). Competency Score; Limited, Basic, Intermediate, Advance
- f). Competency Gap
- g). Personal Attributes and Behaviour (using HATS).

# CONSULTANCY

## HR Consultancy

People are the key driver to the organization so we believe their performance, competency and capability will be organization's critical success factors. Areas to be covered are

### **Organization Structure & Organization Development**

An organizational structure define how activities such as task allocation, coordination and supervision are directed towards the achievement of Organizational goals. Organizations need to be efficient, innovative as possible to achieve a sustainable competitive advantage. Bliss HR will assist Client to find their best Organization Structure based on the Business Model and Business Strategy

### **Job Description and Job Roles**

A Job Description is a document that describes the general tasks or functions, and responsibilities of a position. It may specify the functionary to whom the position reports, specifications such as the qualifications or skills needed by the person in the job. Bliss HR will assist your organization to define Job Description and Job Roles for each position.

### **Performance Management.**

Includes activities which ensure that goals are consistently met in an effective and Efficient manner. Performance Management focus on the performance of an organization, a department, employee, or even the processes to build a product or service. This will include assisting our Client to define their Performance Indicator (PI), Key Performance Indicator (KPI), and Key Result Area (KRA), on the Organizational, Departmental and individuals level.

# CONSULTANCY

## HR Consultancy

People are the key driver to the organization so we believe their performance, competency and capability will be organization's critical success factors. Areas to be covered are

### **Salary Structure and Job Grading**

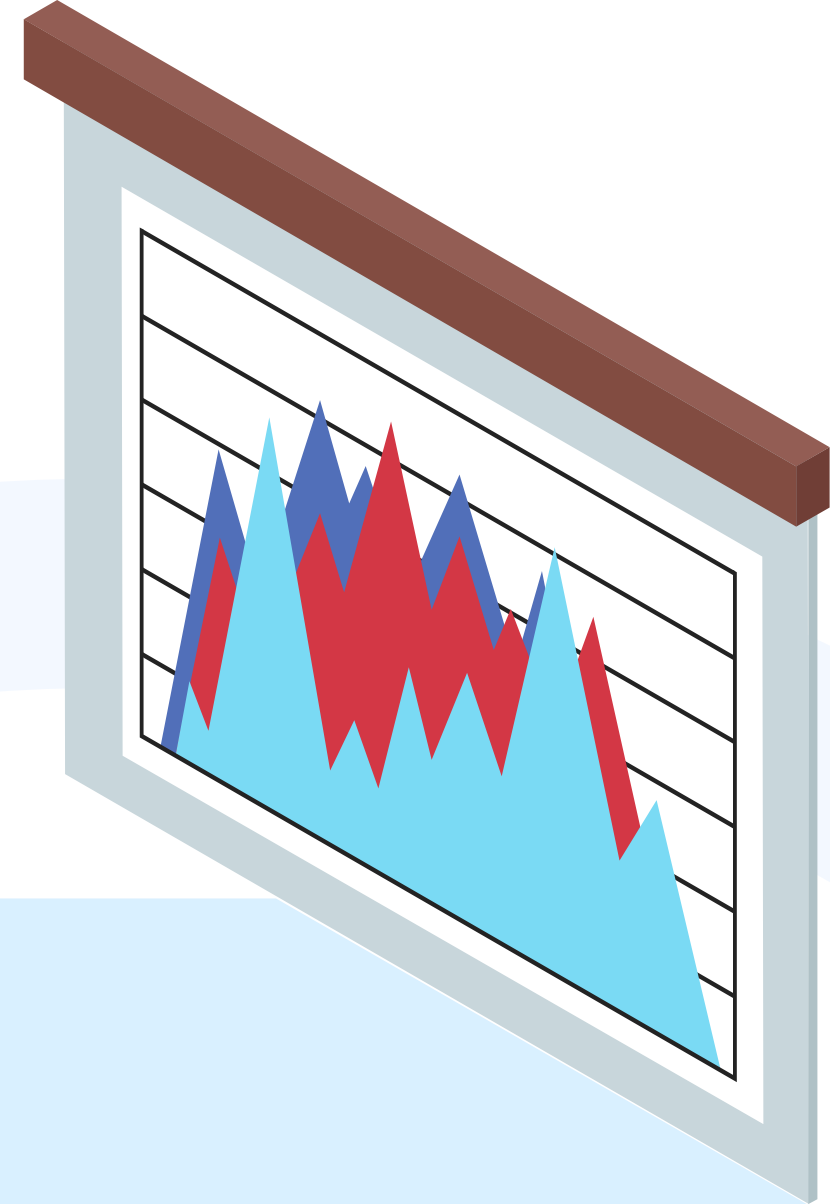
Salary Structures are an important component of effective compensations programs and help to ensure that pay levels for groups of jobs are competitive externally and equitable internally. Bliss HR will assist your organization to define salary structure, job points and grading system that is most suitable and competitive in the market.

### **Training Need Analysis (TNA)**

TNA is the process of identifying the gap between employee training and needs of training. TNA is the first stage in the training process and involves a procedure to determine whether training will indeed address the problem which has been identified.



# Training & People Development



People are the key driver to the organization so we believe their performance, capabilities will be critical success factors. Areas to be covered are :

## SOFT SKILLS

- Digging Inside Out (Effective Interview Skill)
- Living by Choice, Not By Default (Based on EQ Framework)
- EQ at Workplace
- Negotiation Skill Workshop
- Leadership Transition for Managers
- Communication with Impact
- Coaching & Mentoring
- Make it Deal (Influencing Skill)
- Millennial On-boarding

- Stress Management
- Beyond Me to We (Collaboration)
- Building A Cohesive Team
- Empowering Team
- The Maximizer (Based on Growth Mindset model – Motivation/Proactivity training)
- Time Essentials: Prioritizing for Performance
- Driving Team Productivity

## HARD SKILLS

- Human Resources for Non-Human Resources
- White Belt Six Sigma
- Credit Foundation
- Credit Analysis – Self Employed and Beyond Number
- Credit Analysis – Bank Statement and Asset Valuation
- Basic Collection
- Field Collection
- Basic Procurement & Analysis Procurement
- Effective Warehouse and Inventory Management

**Training formats: Gamification, In-House, Public, Outbound**