

Kelebogile Mokoka-Dlamini

As an accomplished professional in Human Resources with a proven track record, I bring extensive expertise to the role of Acting Head of People. With a strategic mindset and a comprehensive understanding of organizational dynamics, I have successfully led HR initiatives that align with business objectives and foster a positive workplace culture. My experience encompasses talent acquisition, employee relations, performance management, and organizational development. I excel in designing and implementing HR strategies that attract and retain top-tier talent while ensuring compliance with legal and ethical standards.

My ability to cultivate strong relationships with both employees and leadership has been instrumental in creating collaborative and inclusive work environments. Having navigated through periods of organizational change, I am adept at managing transitions and implementing effective change management strategies. My leadership style is characterized by a focus on employee development, fostering a growth mindset, and promoting diversity and inclusion. In my role as Acting Head of People, I am committed to driving HR initiatives that contribute to the overall success of the organization. I thrive in dynamic environments, adapting quickly to evolving business needs while maintaining a people-centric approach. My passion for aligning HR practices with business goals positions me as a valuable asset in achieving organizational excellence

Contact

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ext 7, Randburg

Education

2023 -to date
international Leadership Development Progamme
Gibs

2019
Masters in Business Administration MBA
Wits Business School

2017
Postgraduate in business Administration (PDBA)
Wits Business School

2012
Bachelor of Commerce (Hons) in Human Resource Management
University of Pretoria

2011
Bachelor of Commerce in Human Resource Management
University of Pretoria

2008
Brescia House
Matric

Experience

BET SOFTWARE PTY LTD
July 2024- to date

Talent Manager/ Head of People

- Provide strategic HR leadership , conceptualising and implementing strategies and people-centric initiatives to improve efficiencies
- Develop and implement HR strategies that align with organisations goals
- Design and implement performance management framework and feedback mechanisms
- Develop a total rewards philosophy and manage compensation and benefits to attract and retain talent
- HR Metrics and Analytics - develop HR data capabilities to use data to make informed decisions
- Develop a retention strategy , designing , planning, budgeting and forcasting
- Designing and implementing a comprehensive rewards program
- Develop change management capabilities , leading organisational change progammes.
- Manage the people risk, and act as the last line of defence in HR Management.
- Strategically partnering with functional and business goals by integrating the HC strategy
- Lead and Manage the HRIS systems integration project for BET

SIBAKHULU CONSULTING PTY LTD
January 2024- to date

Director

- Providing HR Consulting services



Courses and Certificates

ADKAR Methodology in Change Management, 2017

Leadership Development, Insurance Institute of Gauteng, 2017

Prince2 Certification, PM Ideas, 2015

Skills Development Facilitator , Regenesys Business School, 2015

Skills

- Strategic Business Partnering
- Project Management
- Legal and Compliance Knowledge
- Continuous Learning
- Project Management
- Ethical Decision-Making
- Communication Skills
- Strategic Planning
- Business Acumen
- Negotiation Skills
- Strategic Leadership
- Decision-Making
- Analytical Thinking
- Problem-Solving
- Talent Acquisition and Retention
- Human Resources Management

Experience

MR PRICE GROUP (FINANCIAL SERVICES AND TELECOMMUNICATION

September 2023 - December 2023

Acting Head of People

- Oversee all facets of the HR domain, encompassing talent acquisition, employee relations, compensation and benefits, training and development, and performance management.
- Develop and implement HR strategies aligned with the organization's overall business goals.
- Collaborate with executive leadership to understand and address workforce and act as a trusted advisor.
- Manage organizational design by ensuring the structure aligns to with the strategic direction of the business, by collaborating with Senior leaders to understand business priorities and translate to organizational structure and principles, impacting job design.
- Strategically partnering with functional and business goals by integrating the HC strategy
- Oversee the recruitment and hiring process to attract and retain top talent.
- Formulate and implement a comprehensive human resources strategy in harmony with our organization's overarching business goals.
- Direct and supervise a team of highly skilled HR professionals.
- Offer strategic HR leadership and counsel to senior management and executives.
- Create and enact HR policies and procedures that mirror our company's ethos and principles.
- Cultivate a workplace culture characterized by employee engagement, diversity, and inclusion.
- Stay current with the latest trends and optimal practices in the field of HR
- Develop transformation strategy aligned to the group mandate
- Ensure HR policies and procedures complywith relevant laborlaws and regulations.
- Stay informed about changes in employment laws and update policies accordingly.
- Oversee the implementation and maintenance of HRIS (Human Resources Information System) and other HR technologies.
- Attend divisional board meetings
- Leading and managing the HR function to ensure effective delivery of HR Services.
- Foster a culture of continuous learning and development within the organization by supporting employee growth and enhancing organizational performance.
- Develop change management capabilities to assist the business in navigating transitions, overcome challenge and achieve the operational and strategic goals with minimal business disruption.



Language

English

Setwana

IsiZulu

Experience

MR PRICE GROUP (FINANCIAL SERVICES AND TELECOMMUNICATION

November 2020 - August 2023

Human Capital Manager

- Collaborate with senior management to align HR strategies with organizational goals.
- Contribute to the development and implementation of overall business strategies.
- Ensure the organization's HR practices comply with local, state, and federal laws.
- Lead and oversee the HR function, offering management advice and expertise to ensure efficient Human Resource management.
- Enhance HR capabilities within the division by upskilling and developing the HR team.
- Introduce performance management and reward philosophies to establish consistent people practices, by developing a policy and procedure and guidelines. Managing the rewards and compensation function of the division and coming up with plan to address pay gaps.
- Align HR practices with the division and Group's strategic focus to optimize individual and business performance.
- Implement employment equity policies and guidelines, aligning appointments with the Group's transformation strategy.
- Balance recruitment strategies to support the "homegrown philosophy" while ensuring diversity in internal and external appointments.
- Monitor and assess the division's culture using feedback from Culture Surveys to identify and implement necessary interventions.
- Oversee the implementation and management of HRIS (Human
- Resources Information System) for efficient data management.
- Use technology to streamline HR processes and improve data accuracy.
- Conduct surveys and gather feedback to assess employee satisfaction.
- Manage the integration of PowerFashion in to Mr Price an acquisition by facilitating the integration of human capital and culture needs, though culture alignments, talent management, change management, communication, legal compliance and integration planning.

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Experience

SASRIA SOC LIMITED

April 2015 -October 2020

Strategic Human Capital Business Partner

- Communicate human capital strategies and initiatives effectively to all levels of the organization.
- Stay informed about labor laws and regulations to ensure the organization's compliance.
- Utilize data and metrics to assess the effectiveness of human capital strategies.
- Market data-driven recommendations for continuous improvement.
- Actively supporting the business objectives within the designated business units by collaborating with both employees and management. Serving as a consultant to management.
- Provided expertise in human capital-related issues and change management methodologies. Additionally.
- Acted as an advocate for employees and played a pivotal role in driving positive change throughout the organization.
- Conduct surveys and feedback sessions to gauge employee morale and identify areas for improvement.
- Design and implement learning and development programs to enhance employee skills and capabilities.
- Work with leadership to establish performance metrics and key performance indicators (KPIs).
- Implement performance management systems to measure employee contributions and align individual goals with organizational objectives.
- Focused on developing integrated solutions that fostered synergy and productivity within the business units and the company as a whole.
- Building partnerships with stakeholders and HC Centers of Excellence (COE) was crucial for the successful implementation of HC solutions.
- Established implementation and project plans to execute the MD's strategy effectively.
- Working closely with the MD, I conducted research, compiled statistical data, and structured information for reporting and business development.
- Assisting the MD in executing and developing strategies, managing select change management projects with the executive team, and
- ensuring effective management across various business streams.
- Design and implement effective onboarding programs to integrate new hires into the organization.



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Experience

HAY GROUP

February 2014 -November 2014

Productized Services Specalist (HR Data Analyst)

- Stay informed about industry best practices, emerging trends, and advancements in HR analytics.
- Continuously enhance your skills and knowledge in data analysis, statistics, and HR practices.
- Work closely with clients to understand their specific HR data needs and provide tailored solutions.
- Stay updated on HR technology trends and tools, and explore opportunities to integrate new technologies for enhanced data analysis and reporting.
- Collaborated with the project team to establish and develop the HR Productized Service for the Hay Group in Africa, with a primary focus on the Sub-Saharan Africa region.
- Served as a Data Capturer and interpreter, leveraging my human resources academic knowledge and employee sourcing/recruitment background to assist in collating data within the correct streams of work and structures.
- Played a crucial role in collecting job mapping data, rewards data, and employee engagement data within the project team, ensuring accurate information for system codification in the Productized HR Programme.
- Designed and implemented employee engagement surveys across the group to gather relevant data for the design, iteration, and testing phases of the programme.
- Collaborate with HR teams to identify areas for process improvement based on data analysis.
- Design and implement key performance indicators (KPIs) for HR processes and initiatives.
- Monitor and assess the effectiveness of HR programs through the analysis of performance metrics.

AFRIZAN PERSONNEL

January 2013 - January 2014

Specialist Recuiter

- Started career at AfricanPersonal in the Information & Technology Team as a Researcher, focusing on information and technology technical roles.
- Primarily responsible for sourcing candidates for positions such as Business Intelligence Specialist, Management Information Specialist, Data Analysts, Data Miners, and occasionally Actuaries and Quantitative Analysts.
- Handled roles with annual salaries ranging from R350K CTC to R600K CTC, depending on job specifications and client requirements.
- Transitioned to Headhunting within the department after six months and later promoted to a Specialist Recruiter role, concentrating on engineering roles.
- Tasked with sourcing candidates and presenting them to the team leader for the Headhunting process, working on positions with annual salaries ranging from R350K CTC to R1.6 million CTC.



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Experience

- Worked with notable clients such as Vodacom, Anglo Gold American, SCAW Metals, BP SA, Bidvest Panalpina Logistics, Nedbank, FNB, RMB, Liberty, Momentum, and Alexander Forbes.
- Acquired valuable talent acquisition and recruitment experience across various industries, laying the foundation for People Management experience.
- Seconded as a Specialist Recruiter to Multichoice Africa for a 3-month contractual period, assisting in the recruitment and sourcing of
- Specialized IT & Engineering roles across African offices.

Reference

Available upon request