

About Sanergy

[Sanergy](#) is an award-winning social venture based in Nairobi, Kenya. We undertake three exciting lines of work:

- We provide safe, sustainable sanitation services to residents living in urban informal settlements of Nairobi and Kisumu using end-to-end non-sewered sanitation solutions. Watch [here!](#)
- We implement a circular economy model to sustainably manage sanitation and organic waste generated in cities. Using technologies developed in-house, we upcycle the waste into insect-based protein for animal feed, organic fertilizer, and biomass fuel. We operate the largest organics recycling plant in East Africa. Watch [here!](#)
- We partner with cities to develop and deliver safe sanitation and waste management for urban residents. Using a systematic methodology, we match cities' sanitation and waste management needs with technology and service delivery models, and then offer clear guidance on the steps that governments, funders, service providers and technology developers can take to develop and implement integrated service delivery systems.

Operational since 2011, Sanergy serves over 140,000 urban residents with safe sanitation services every day. Sanergy collects and treats over 12,000T of waste per year, and successfully sells its agricultural end-products to farmers in over 20 counties in Kenya, who see improved yields and increased incomes. At the same time, we have built a team of over 400 employees from diverse backgrounds who solve diverse problems, but all embody the drive, creativity, teamwork, and passion that make us achieve our goals. For our work, we have been recognized by the Gates Foundation as one of the 2030 Sustainable Development Goals accelerator; by Fast Company as one of the 10 most innovative companies in the world doing social good and one of the 10 best companies in Africa, and the Food Planet Prize for our innovative circular economy approach.

About the role

The **Talent Partner (HRBP)** will provide technical support on Talent related matters to assigned teams and business leaders at our breeding facility in **Kilifi, Kenya**.

Duties and Responsibilities

- Propose and co-lead team structure changes with respective managers, based on a deep understanding of organization priorities, team objectives, team and individual performance, and individual roles. Implement any changes to the team structure by ensuring JDs, letters are issued and conversations between managers and team members occur.
- Support managers through the succession planning process.
- Respond to requests from managers on staffing needs and work in collaboration with the recruitment team to ensure a successful hiring process.
- Ensure Performance Management is done as planned and flag issues in both the tool and the process (by sitting in on reviews). Make a plan with managers to resolve issues and track Performance Improvement Plan implementation.
- Respond to requests from managers on what L&D needs their team has, and coordinate and monitor activities. Ensure learning & development needs identified following performance reviews are implemented.
- Meet with every team member quarterly to understand motivation and any potential issues. Share learning from meetings, as trends, with the respective managers. Give feedback on org-wide events in terms of meeting their teams needs.
- Support the implementation of identified employee engagement initiatives to ensure that teams remain engaged and motivated.

- Ensure all team members are receiving and understanding communications to teams e.g Following up with managers to ensure they shared full-team announcements with their teams.
- Ensure all documentation is in place for all team members to be paid, including overtime, holiday pay etc. Champion payroll corrections for team members. Explain our compensation philosophy to team members as needed.
- Ensure all team members are aware of benefits, including their responsibility vs company responsibility. Champion resolution of issues with benefits on behalf of team members. Give feedback to the Lead Talent Partner and Administration Manager on existing and potential benefits.
- Respond to requests from the Administration team to complete employee files. Ensure all team members have a valid contract at all times, and respective letters for changes to JD, acting roles, etc are all in place.
- Review code of conduct, and other relevant policies, annually with all team members. Escalate potential disciplinary issues immediately to the Lead Talent Partner , and create a plan for investigation and resolution. Respond to manager requests to help resolve conflicts.
- Lead a HR functional area as assigned to ensure a smooth delivery of the set expectations.

Qualifications

- Bachelor's degree in Human Resource Management or related field
- At least 3 years' experience in a busy environment
- Be an excellent team player/collaborator with excellent communication skills
- Have demonstrated the ability to act decisively and resolve problems

Job Location

Kilifi

Apply [HERE](#)

Sanergy is an equal opportunity/affirmative action employer. All qualified applicants will receive consideration for employment without regard to race, color, ancestry, religion, sex, national origin, sexual orientation, age, marital status, disability, gender, gender identity or expression. All qualified persons are encouraged to apply.

NOTE TO APPLICANTS

SANERGY AND FRESH LIFE DO NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING). SANERGY AND FRESH LIFE DO NOT ASK FOR INFORMATION PERTAINING TO YOUR BANK ACCOUNT DETAILS AND ANY OTHER PERSONAL INFORMATION OUTSIDE THE RECRUITMENT PROCESS.