



Industrial Psychology Consultants Services



Maximising Returns on Human Capital

Psychometric Testing

Few decisions are as important as selecting the talent needed to take the organisation into the future. A valid testing system takes the guesswork out of building a pool of talented candidates. Hiring or promoting people who are unsuitable costs time and money and errors made by poor performers jeopardise potential business. Carefully developed and administered psychometric tests can provide organisations with a way to decide systematically and accurately which people have the ability to perform well on the job, have the capacity to be developed for higher positions and will not engage in counterproductive behaviour. Selecting and developing the right talent separates winning organisations from the rest. Our psychometric tests focus on aptitude and personality profiles. We also use Assessment and Development Centers for selection and development of Graduate Trainees, Senior Managers and Executives. (Detailed Brochure on Psychometric Testing is available on request)

Performance Improvement Interventions

We assist organisations to improve their performance by helping them implement performance management and measurement systems at all levels within the organisation. We have helped organisations to drastically increase performance using the Balanced Scorecard Performance Management System. This is supported by the design of good performance assessment tools including the computerisation of the performance management system (balanced scorecard).

Employment Agency Services

Our online CV database ensures that we find the right candidates for any position within the shortest possible time. Potential candidates can register and apply for advertised positions online. With a click of a button we can select the right candidates for each target position.

HR Toolkit

We know most organisations and managers in particular struggle to put together HR Policies and Procedures. We have designed an HR Toolkit with all the practical documents to assist you in dealing with most of the HR issues. These documents include Sample HR forms, HR Policies and Procedures, Staff Handbook, Code of Conduct and Workers Committee & Works Council Constitutions which are fully compliant with Zimbabwean laws. The toolkit is perfect for busy HR managers and small business owners who do not have an HR department. Simply buy the relevant document templates and customise them to your company's needs in a few minutes.

Strategy Workshop facilitation

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HR Benchmarking and Employee Facilitation

We carry out periodic surveys on human resources practices. Results from such surveys will allow organisations to benchmark their practices against industry trends. Our major surveys are as follows:

- State of Human Resources in Zimbabwe (once every two years)
- Human Resources Best Practices Survey (annually)
- Best Employers Survey (annually)

We also carry out in-house and customised Employee Engagement Surveys. The surveys provides for tailored feedback reports as well as presentations on findings and recommendations. We assist the client to identify areas that need attention and help them craft action plans to address areas of concern.

Training and Development

We provide both in-house and open workshop training programs for private and public organisations. Our training programs cover performance management, reward management, balanced scorecard, change management, talent management, team building, HR for non - HR Managers, customer care, telephone etiquette and many more. We facilitate supervisory and management development programs. A separate brochure with workshops and programs on offer is available on request.

Job Evaluation, Compensation and Rewards

Backed by research and data, our consultants help you make the right choices for your organisation. We offer a complete range of compensation and rewards services—from total rewards strategies, remuneration policy design, job evaluation, pay structuring, incentive scheme design, and salary and benefits surveys.

Organisation Restructuring

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Conference Organising

We organise local and international conferences to deal with current and future business challenges. Our conference speakers are drawn locally, regionally and internationally.

Productivity Measurement and Enhancement

Most executives and employees have the mistaken assumption that if you make a profit you are productive. Our experience show that this is not always the case. Executives who make decisions based on this mistaken assumption see their organisations coming from being profitable to the brink and in some cases bankruptcy. Employees honestly demand better wages based on this mistaken assumption further pushing the organisation into bankruptcy. We help you discover whether your profits are driven by productivity or by price recovery. Knowing what drives your profitability helps you make better decisions in deploying cash coming from your profits. Traditional profit analysis does not lead to the same conclusions you will make if you use this approach. We work with organisations who would want to increase their productivity. We will work with you to measure and put in place productivity enhancement mechanisms.

Retrenchments and employees counselling

We assist our clients with technical assistance in the retrenchment process. We also assist with employee counselling and training services to assist employees who would have been affected by retrenchments. Our counselling and training services cover how to prepare and look for employment, financial planning and entrepreneurship.

Human Resources Reporting (Excel Based HR Statistics Dashboard)

We help organisations come up with simple, graphical and easy to interpret methods of reporting different Human Resources dimensions. This type of reporting enables decision makers to see facts and figures presented visually, so that they can grasp difficult concepts or identify new patterns within the data – giving meaning to numbers. These insights help organisations make evidence based and well informed strategic decisions.

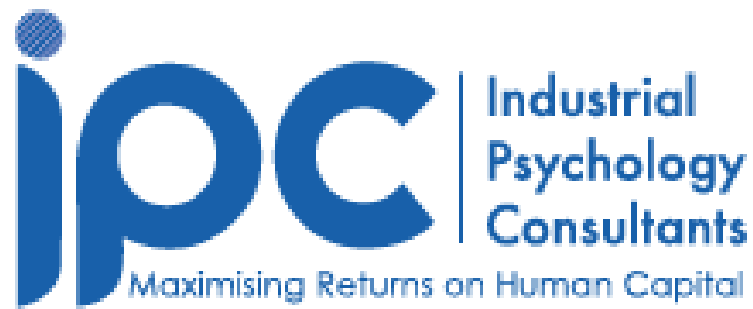
Skills Audit, Workforce Planning and Optimisation

We use thorough statistical, mathematical and other scientific techniques to help our clients align their workforce with current and future business outcomes. We offer services such as headcount analysis and workforce optimisation which objectively place and deploy staff in your business. We ensure that our clients are fully capable of managing their workforce in an environment that is highly volatile. Integrating workforce supply and demand analysis into the strategic planning cycle ensures your organisation has the 'five rights'. These are:

- i. Right number: ensures that you have the right number of people in the right roles spending the right amount of time to achieve what is required of them.
- ii. Right shape: identifies duplication and inefficiencies leading to the establishment of the right balance of unskilled to skilled labour, junior to senior staff, experienced staff to new hires.

Skills Audit, Workforce Planning and Optimisation

- iii. Right place: ensures that the required staff resources are available at the right location to meet current and future workload.
- iv. Right skills: assess the gaps in the competencies and skills which will be needed to meet future goals.
- v. Right cost: ensures that you pay the right wages and salaries for your staff.



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