

...Getting the People side of Business Right is our Delight



Background Checks



smart partners consulting



- RECRUITMENT SERVICES**
- MANPOWER OUTSOURCING**
- BACKGROUND CHECKS**
- HR PROJECT CONSULTING**
- AFFORDABLE IN-COMPANY TRAINING**

INTRO- DUCTION

(SPCL) is an indigenous consulting firm poised on the business model of collaboration to provide professional services of Human Resources and Business Strategy to different companies in various sectors of Nigeria's economy. It was incorporated in July 2013. Our idea of collaboration and partnership involves the synergy of tested experts in the market place to research, identify and proffer solutions to the ever dynamic needs of our clients.

Since inception in 2013, SPCL has successfully provided HR-Services such as Recruitment and Placement, Outsourcing, Training, Consultancy (Structures, Policies and Procedures development), Background Checks and branding to different companies in the following sectors: Financial Sectors, Oil and Gas, Maritime, Real Estate, Fashion, Manufacturing, Education and others.

Our excellent professional services have made us increase our clientele base in various sectors. Our penetration in various sectors has given us great hope and expectation to expand our services beyond boundaries.

As a well-established professional services firm, operating on collaboration business model, our consultants/partners are experienced in a wide spectrum of human resources consulting projects across various industries.

We passionately engage our clients to understand their needs and proffer bespoke solutions as required at **Affordable Fees**.



To get the people side of business right for our client



To be known as the professional consulting firm that provides bespoke services to increase it's clients' bottom line



OUR SERVICES





RECRUITMENT PACKAGES

Professional Services

Recruitment of Role
Less Than

N200,000

Monthly Gross Salary

Benefits:

- ✓ Fee of 10% on annual gross salary of engaged candidate(s)
- ✓ One Address Check
- ✓ Replacement of unsatisfactory performing candidates within 3 months of engagement without extra

Recruitment of Role
Between

**N200K-
N399,999**

Monthly Gross Salary

Benefits:

- ✓ Fee of 8.5% on annual gross salary of engaged candidate(s)
- ✓ Free Verification of Criminal Records Check & One Address Check
- ✓ Replacement of unsatisfactory performing candidates within 3 months of engagement without extra

Recruitment of Role
Between

**N400K-
N999,999**

Monthly Gross Salary

Benefits:

- ✓ Fee of 8% on annual gross salary of engaged candidate(s)
- ✓ Free Verification of Criminal Records Check & Address
- ✓ Replacement of unsatisfactory performing candidates within 3 months of engagement without extra

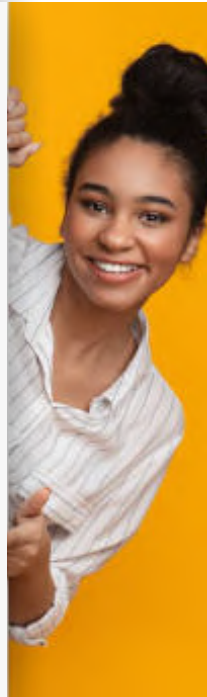
Recruitment of Role
Worth

N1Million

& Above Monthly Gross Salary

Benefits:

- ✓ Fee of 7.5% on annual gross salary of engaged candidate(s)
- ✓ Free Verification of Criminal Records Check, Previous Employer, Address, & Guarantor Check
- ✓ Replacement of unsatisfactory performing candidates within 3 months of engagement without extra



Junior Role

N15,000

Cost per CV

**Team Lead/
Supervisory
Role**

N30,000

Cost per CV

**Managerial
Role**

N60,000

Cost per CV

**Senior
Managerial
Role**

N120,000

Cost per CV

**Executive
Role**

N240,000

Cost per CV

SCREENED CV SALES PACKAGES

**HOT
DEAL**

MANPOWER OUTSOURCING SERVICES



VSR



Dispatch Riders



Customer Service Representatives/ Call Centre Agents



Factory Workers



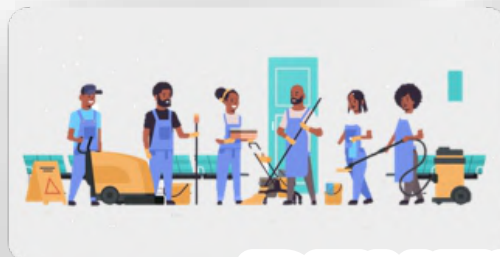
DSA



Construction Workers



Oil Field Workers



Janitors



HR Professionals



Technicians

BENEFITS OF MANPOWER OUTSOURCING SERVICES

- Lower overhead cost
- Manage Downtime
- Relief from tax liabilities
- Standardize costs via commission rate.
- Deploy a larger multi-faceted team.
- Eliminate fixed payroll and Employees Liabilities.
- Profit from years of established relationships.
- Increase workforce coverage.

BACKGROUND VERIFICATION CHECKS



Just a single wrong hire can land your company in lawsuit which can result to detrimental financial consequences and damage your company image and reputation. A proper background/certificate check can save you financial cost, productivity cost and employee morale cost.

Not too worry, Smart Partners has got this covered for you. Working with Smart Partners can save you the stress and time cost of carrying out these checks on your own at a very affordable cost within the shortest period of time.

We offer quality verification and background check on:

- Academic Verification
- Reference
- Previous Employer
- Guarantor Check





HR PROJECT CONSULTING

An effective HR function is the heart of any organization and is very important to the realization of the organization's goals for the simple reason that no matter how wonderful your business strategy or company objectives are, they will not take on a life of their own but would need people to bring them to life. Once this fact is accepted the need issue becomes how do we manage the people to ensure they continue to support the organizational goals? This is where your HR function comes in and how to manage it.

For you to successfully manage your HR function, you need to put in place the proper HR Systems, to drive your organization, carve out a niche for yourself and ensure that you can compete effectively in your market segment.

We are very grounded in the following HR Project Consulting Services;

- Organization Design and Structure
- Business Process Re-engineering
- HR Processes, Policies and Procedures Development
- Performance Management and Software Deployment
- HR Audit
- Competency Framework Development





IN-COMPANY TRAINING SERVICES

Our seasoned trainers have experiences in the field of engineering and design, project management, QC and QA, human resources, estate management, sales and marketing, education, information systems and business processes, digital marketing, analytics, research, communications, financials and others.

With our unique blend of trainers, we have delivered and will keep on delivering quality affordable training to our clients. Our training identifies the exact skills and knowledge that participants need to succeed in their jobs. We also prepare employees for success in their next role in their organization.

We base our courses on real life examples, problems and challenges that participants encounter every day at work and proffer solutions to them.

Class Range; minimum of 10 and maximum of 30 participants per class

TRAINING SESSION



TEAM BONDING SESSION



OUR COURSES

Our seasoned trainers have Skill Set & experiences



LEADERSHIP AND MANAGEMENT COURSES

- Strategy Retreat Leadership /Team Building-2/3days
- Leading with Emotional Intelligence -2days
- Design Thinking for Leaders -2days
- Coaching Skills for Leader-2days
- People Management Skills for Leader-2days
- Leadership Excellence in Handling Pressure and Stress-2days

HUMAN RESOURCES AND GENERAL MANAGEMENT COURSES

- Succession Planning and Management-2days
- Legal Issues in Employment and Labor Laws-2days
- Compensation and Benefits-2days
- HR Analytics for Management Decision-2days
- Employees Experience and Design Thinking -2days
- Performance Management and Metrics-2days
- Digital HR-2days
- Building People Analytics Strategy -2days

ACCOUNT AND FINANCE COURSES

- Advanced finance and accounting practices-3days
- Principle of Cost Accounting and Cost Reduction -3days
- Spreadsheet skills for planning, forecasting and budgeting-3days

MICROSOFT EXCEL COURSES

- Sales Spreadsheet Analytics-Using MS Excel-2days
- Business Analytics for Top Executives-Using MS Excel-2days
- Data Management and Reporting- Using MS Excel-2days
- Intermediate and Advanced MS Excel-4days

SOFT SKILLS COURSES

- Emotional Intelligence for Customers Services-2 days
- Fundamentals of Emotional Intelligence -2 days
- Emotional Intelligence for Line Managers-2days
- Writing Winning Proposal and Business Plan-2days
- Time Management and Multiple Priorities-1 day
- Personal Assertiveness-1 day
- Selling with Emotional Intelligence -2 days
- Office Administration and Management-2days
- Developing High Performance Team -2days



Smart Partners Responsibility

- Training Content Development
- Training Slides, Case Studies and Exercise Development
- Printing of Branded Training Materials
- Provision of Branded Training Stationeries
- Professional Training Facilitations and Evaluation
- Printing and Issuance of Certificates to Participants

Client's Responsibility

Providing Conducive Training Venue consisting of;

- Projector
- Provision of Laptops if necessary
- Flipcharts
- Markers
- Tea Break and Lunch for Participants and Smart Partners Training Team
- Transport, Airfare, Accomodation and Feeding of Smart Partners Team



TERMS & CONDITIONS

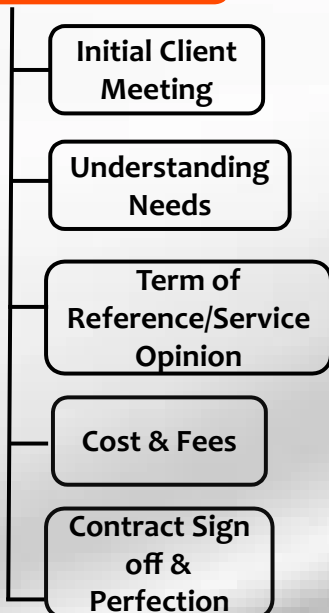
Payment Order

- 70% of agreed Cost to be paid 2 weeks before training date
- 30% to be paid upon completion of training

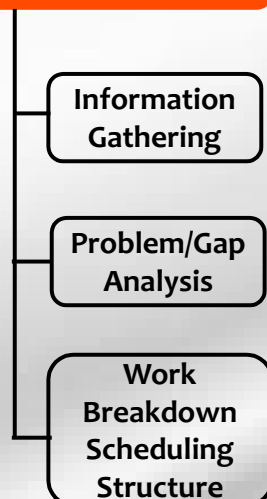


Project Management Approach

Initiation



Planning



Execution



Monitoring Evaluation





OUR CLIENTS'



GOT QUESTIONS?

CONTACT US!



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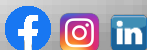


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