

# SABAHAT HUSSAIN

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Human Resources | Diversity & Inclusion | Wellbeing | People & Culture | HR Transformation

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## Work Experience

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### Standard Chartered

*Diversity and Inclusion Champion*

**Aug 21- Present**

Driving the Country and AME agenda for Diversity & Inclusion focusing on Gender, Disabilities, Nationality & Ethnicity, Generations and Wellbeing through:

- Increasing **female representation** currently at 29.3% (highest in the banking industry) while ensuring equal opportunities within senior roles and ensuring mentorship & development programs, promotions and succession planning for female talent
  - Training staff on Gender Sensitivity program with completion of 77% for all People Leaders
  - 11.6% senior female leaders against the global target of 30% to be achieved by 2025
  - Implementing the Fair Pay Charter to achieve our commitment to equitable reward through inflationary adjustments and closing the gender gap for colleagues
- Becoming **disability confident** through increasing accessibility by improving infrastructure, investing in technology, Braille inclusive text & Sign language proficiency
  - Efforts to achieve regulatory target of 2% differently abled staff, presently at 1.4%
  - Partnered with ConnectHear to organize the first and the largest career fair catering to 800 differently abled youth connecting with over 40 prospective employers
  - Building a robust talent pipeline of 400 differently abled candidates for early careers and experienced hires programs
  - Successfully completed 2 cohorts of sign language with 55 individuals catering to customer touch points across 40 branches pan Pakistan
  - Converting 22 banking forms into Braille Inclusive text in English and Urdu
- Leveraging **generational gaps** to grow and learn from one another (running Shadow Exco programs)
  - 15 Millennials and Gen Z (individuals under the age 30) shadowing the executive committee members
- Encouraging staff to use platforms and tools available for their mental, physical, social and financial **wellbeing**
  - 30% staff onboarded and effectively utilizing the Employee Assistance Program
  - 4 staff members fully trained as Mental Health First Aiders
  - 98% of eligible staff availing hybrid working arrangements including working from home & flexible hours
  - Conducting awareness sessions for Menopause, Breast Cancer Awareness, Domestic violence & Abuse and equalizing Parental Leave
- Promoting greater economic inclusion through empowering over 100 young females through **Futuremakers**; community programmes focused on education, employability and entrepreneurship
- Increasing **supplier diversity** through efforts to including more diverse suppliers in sourcing activities and improve spend levels which is 10% at the moment
- Utilising digital, data and analytics tools and processes to gain forward looking insights to diagnose issues and inform execution of the people strategy
- Organizing and curating large scale events to ensure cultural diversity
- Recognition from external affiliations such as OICCI, Employers Federation of Pakistan, IFC and GDEIB

*Senior Manager HR Risk & Governance*

**Feb'22 – Present**

*Manager HR Risk & Governance*

**Oct '19 – Jan'22**

- Ensuring compliance of policies and procedures in accordance with Group and local regulatory guidelines with representation in various forums
- Effectively managing risk and controls to ensure conduct through periodic monitoring activities, timely identification and resolution of risk issues
- Managing stakeholders and data collection for internal audits and external regulatory inspections.
- Coaching and developing line managers around HR policies, processes and ways of working to hold them accountable for employee's experience and to enable teams and individuals to be most effective in their roles.

*Manager Employee Experience*

**Aug '18 – Oct' 19**

- High standard of client interaction with accurate and timely resolution on AskHR/ Employee Portal and escalation
- Guiding and educating managers on HR policies, products and processes
- Enhancing employee experience through learning initiatives & managing events such as Global Learning Week, Conduct Week, Wellbeing Week
- Diagnosing and/or deliver change projects in line with the HR and business agenda.

### EFU Life Assurance

*HR Business Partner*

**Jan '16 – Jul '18**

- Collaborating with stakeholders to execute the People & Culture strategy, share knowledge and best practices.
- Support line leaders in key employee lifecycle processes like hiring, performance and development, relocations etc, as well as business changes such as mergers/acquisition integrations, reorganizations, etc.
- Employee Life Cycle Management including the supervision of cyclical HR processes and administration

- Development and execution of competency framework for training and development, training needs assessment, personal development plans, career and succession planning and performance management
- Ensuring consistent delivery of performance management activities
- Talent Acquisition planning and strategy (including recruitment, on boarding, management trainee programs)
- Employee engagement activities with a focus on health and wellbeing, building employer brand and conduct of employee engagement survey
- Reinforcing the development of a coaching and mentoring for staff to excel in their respective responsibilities.
- Internal communication, social media (LinkedIn) and management of HRMS to provide business intelligence data
- Reviewing and developing the compensation and benefits policies/programs in alignment with the corporate strategy and manpower budgets

### **Lakson Group of Companies**

*Deputy Manager Human Resources*

**Nov '14 – Aug '15**

- Introduction and extensive implementation of the Group Values
- Launch of Project; HR Restructuring (Headcount management, JDs, Recruitment, Performance ratings)

### **Sidat Hyder Morshed Associates**

*Assistant Manager – Human Resources*

**Oct '11 – Nov '14**

Led consultancy projects for clients across multiple organizations and industries. Responsible for:

- Conduct of Job Analysis, Job Evaluation and Compilation of Job Descriptions
- Compilation and Updating of HR policies and procedures manuals
- Research and design for the conduct of Employee Satisfaction surveys and Assessment Centres
- Actively engaged in recruitment process and event management

### **Education**

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#### **Master of Business Administration (MBA) '15**

*Majors: Human Resource Management*

Institute of Business Administration (IBA), Pakistan

#### **Bachelor of Business Administration (BBA) '11**

*Majors: Human Resource Management*

Institute of Business Management (IoBM), Pakistan

### **Accolades & Skills**

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- CEO Excellence Awards for Global Learning Week, HR Sustainability Challenge and Disabilities Agenda
- Recognized by the Global CEO, Bill Winters for our exemplary efforts towards increasing differently abled talent
- Featured in the Global SC website to highlight the efforts of increasing supplier diversity
- Received the 1st Disability Inclusion Excellence Award 2023 hosted by the Employers' Federation of Pakistan
- Ability to work independently and through collaborative team effort and stakeholder management through excellent networking and relationship building
- A good understanding of various HR processes (Recruitment, Performance Management, Talent Management, Labour Law compliance etc.)
- Exemplary communication skills, including verbal, written and presentation skills using the expertise of Microsoft Office skills including Outlook, Word, PowerPoint and Excel.
- Lead for People Insights and Analytics with expertise in MicroStrategy and Tableau
- A3 Improvement Habit Practitioner