



SPETIV
CONSULTING



OUR VALUES

HONESTY, INTEGRITY & RESPECT

CONTACT US:

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WHO WE ARE

We Are a Team of Dedicated Professionals With a Passion for Organisation and People Development and deep Understanding of the Cameroon Business and Charity Landscape.

OUR SERVICES

HR Audit, Risks & Compliance Controls

1

5

Headhunting & Recruitment Services

Training & Capacity Building

2

6

Projects Management & Outreach Support

Corporate Events Management

3

7

Strategic Human Resources Management

Team Building & Leadership Development

4

8

CV Building, Coaching & Career Guidance

1

AUDIT, RISKS & COMPLIANCE CONTROLS

OUR ROLE IS SIMPLE

We audit financial records, payroll systems, and internal controls to ensure accuracy, reliability, and compliance with accounting standards. Our goal is to identify and address any issues that could impact your organization's performance or reputation.

OUR AREAS OF EXPERTISE

- Finance & Accounting
- Rewards & Benefits, Tax Optimisation
- Legal & Compliance
- Information Security & Technology
- Health, Safety, Security, Environment
- Contracts & Procurement
- Logistics (Inventory & Stock)
- All HR Processes

2

TRAINING & CAPACITY BUILDING

OUTCOME BASED TRAINING

We provide practical, results-driven training to help employees enhance their knowledge and job skills. This boosts confidence, morale, and job satisfaction, fostering loyalty and commitment. The result is increased productivity and improved staff retention.

WE PROVIDE TRAINING IN

- Finance & Accounting
- Rewards & Payroll
- Tax & Finance Laws, OHADA
- Information Security & Technology
- Health, Safety, Security, Environment
- Contracts & Procurement
- Logistics (Inventory & Stock)
- Leadership Master Class
- Change Management
- Strategic Human Resources

3

TEAM BUILDING ACTIVITIES & STRATEGIES

DIVERSITY & INCLUSION

Team Building involves creating activities that encourage employees to collaborate effectively, boosting motivation and cooperation. Our programs break down social barriers, reduce stress, build trust, and enhance workplace culture. By promoting mental well-being and focus, these activities improve productivity and significantly increase employee retention.

WE HELP ORGANISE

- Team Building Activities
- Leadership Team Conclaves
- Seminars, Workshops, Conventions
- Social Dialogue Activities
- Corporate & Charity Events
- Corporate Travels & Hotels
- Immigration & Emigration Services



4

HEADHUNTING & RECRUITMENT

COMPETENT, AFFORDABLE TALENT

We offer recruitment services to help organizations find the right talent, matching candidates to specific job requirements. We also conduct compensation and benefits research to ensure competitive offers. As an independent hiring partner, we enable clients to make quick, informed decisions and fill positions efficiently with qualified, cost-effective candidates.

OUR SERVICES

- Drafting of Job Descriptions & Scope of Work
- Job Posting & Candidate Attraction
- Strategic Headhunting
- Shortlisting & Interviewing
- Compensation & Benefits Benchmarking
- Contract Drafting & Onboarding
- Work Permit Acquisition & Immigration

5

PROJECTS MANAGEMENT SUPPORT

AFFORDABLE & RELIABLE PARTNERSHIP

We support organizations with grant proposals by developing project plans, managing teams, monitoring progress, addressing challenges, and ensuring effective communication. We also conduct independent evaluations to meet quality standards and objectives.

OUR SERVICES

- Develop/Review Project Proposals
- Field Data Collection & Analysis
- Market Surveys & Product Prospection
- Project Liaison with Local Communities/Stakeholders
- Independent Project Supervision/Evaluation
- Negotiations/Drafting of Agreements & MoU
- Project Personnel Management

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CORPORATE EVENTS MANAGEMENT

AFFORDABLE & MEMORABLE

We specialize in creating impactful corporate events that enhance employer branding, foster purpose, collaboration, diversity, and inclusion, while leaving lasting impressions on both the hosting organization and its audience. Our events are cost-effective and designed to boost worker commitment and organizational performance.

OUR SERVICES

- Training Sessions, Conferences, Workshops
- Recruiting, Sensitisation Campaigns
- Sporting, Health & Fitness Events
- Corporate Banquets, Gallas, Balls, Parties
- Corporate Picnics, Sightseeing, Excursions
- Community Engagements
- Corporate Social Responsibility Activities
- Team Building Activities



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STRATEGIC PERSONNEL MANAGEMENT

AFFORDABLE & RELIABLE PARTNERSHIP

We manage the full spectrum of HR operations and processes on your behalf, ensuring your organization's success through effective staff management. From recruiting top talent and drafting contracts to managing payroll, worker performance, and creating internal policies, we guarantee an organized and disciplined workforce. Contact us for a consultation.

OUR SERVICES

- Organisation & People Development Processes
- Performance Management & Enhancement
- Compensation & Benefits Management
- HR Policies & Procedures
- Talent Management & Workforce Planning
- Disciplinary Matters & Investigations
- Compliance Management & HR Audit
- Social Dialogue and Trade Unions
- Employment Contracts, Immigration,
- Work & Resident Permit Management

8

CV BUILDING, COACHING & CAREER GUIDANCE

POINTING YOU TO THE RIGHT DIRECTION

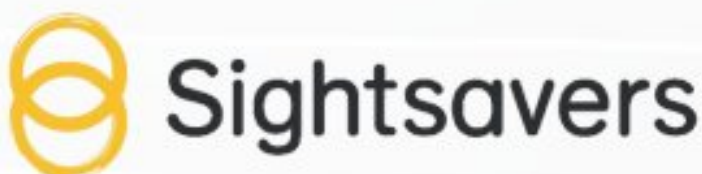
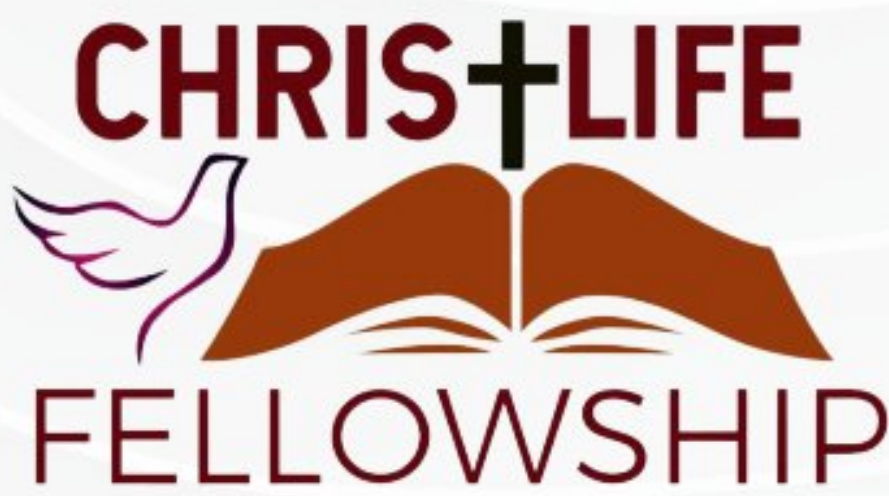
Struggling with your CV, cover letter, or application form? Need to stand out in interviews? We offer personalized career mentoring, professional CV crafting, and coaching services to help job seekers at any stage whether you're a school leaver or aspiring for a Chief Executive role. Let us guide you to success!

OUR SERVICES

- CV Drafting, Review & Reinforcement Services
- Interview Preparation & Dry-runs
- Coaching in Public Speaking
- Coaching in Body Language & Posture
- Drafting of Biographies and Press Releases
- Personal Branding and Image Management
- Coaching in Contracts Negotiation
- Legal Representation with Power of Attorney
- Vacation Planning & Events Management



LESS NOISE, MORE ACTION WITH OUR CLIENTS



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