

A low-angle, upward-looking photograph of several modern skyscrapers with glass facades. The buildings are curved and feature a grid-like pattern of windows. The sky is a pale, overcast blue. The image is used as a background for the company profile cover.

REVEURSE

**COMPANY
PROFILE**

Content

All you should know about us

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WHO WE ARE

Reveurse Tanzania Ltd

Reveurse Tanzania Company Limited is a locally registered company established to bring solution to the business world on the total recruitment process for both candidates and companies.

Our team is effective in analyzing each candidate carefully and ensuring a successful match with our Company clients, and on the candidate's side we become your partner in helping you reach your career goals by helping you get the right post.

The team at Reveurse deals with recruitment from permanent, specific and fixed recruitment and are highly trained on Human Resource laws and have consulted major companies on recruitment processes & human resource issues in general, creating a smooth operation for our clients.

Our Vision

To provide quick services and long standing partnerships with all our clients.

Our Mission

Our mission is to make brands stand alive, identify potential and appropriate candidates and be the most reliable recruitment partner for both our client and the candidates. We aim to provide definitive services to all our clients in a quick and professional manner.

Our Values

1. Developings and empowering individuals, teams and organisations by being a bridge between candidates and clients (employment creations).
2. Commitment to long term business relationships, networks - both client and candidates.
3. Committing to a thorough understanding of our clients' operation and their needs.
4. Devoted in delivering on timely solutions to satisfy clients.
5. Devoted in meeting and executing our clients' expectations.
6. Devoted in seeking knowledge and growth through trainings.

OUR TEAM

The Core Team

Our team is effective in analyzing each candidate carefully and ensuring a successful match with our Company clients, and on the candidate's side we become your partner in helping you reach your career goals by helping you get the right post.



Jennifer Bash

CEO

Jennifer is a successful executive, Managing director of Alaska, and a Board member of Access Bank. She is known for her strategic vision and ability to drive growth and profitability. Having a strong advocate for responsible business practices and is committed to driving positive social and environmental impact through her work.



Frank Kifunda

Director

Frank Kifunda is a legal Practitioner with a wide range of experience in legal practice, particularly labour laws in Mainland Tanzania and Zanzibar. Having the experience in laws pertaining to Human Resources, Labour and Employment behind him, it became a personal vision for Frank to help boost a labour strategy for employers throughout Mainland Tanzania and Zanzibar.



Njile Bwana

Director

Njile Bwana is the Director and founding member of Reveurse Tanzania company Limited. She is known for being innovative and business minded creating major business and HR solutions or major corporations. She has worked with companies from different parts of the world including China, Austria, Germany, South Africa, Egypt and Turkey consulting on different issues for more than five years.



Employees engage with employers and brands when they're treated as humans.

- Meghan Biro



WHAT WE DO

Our Services

The team at Reveurse deals with recruitment from permanent, specific and fixed recruitment and are highly trained on Human Resource laws and have consulted major companies on recruitment processes & human resource issues in general, creating a smooth operation for our clients.

Human Resource Consulting

In understanding how complex labor laws are in Tanzania our company consults major corporations on Employment issues such as:

1. Preparation of employment contracts.
2. Preparation of employment policies
3. Consultation on termination of employees and dispute resolution.
4. Trainings on the labor laws and procedures in Tanzania.
5. HR function.
6. Employee benefits.
7. Organizational structure and changes.
8. Maintain employment standards.
9. Record keeping.
10. Salary Surveys.
11. Evaluating your compensation practices and systems.

Our team is highly trained and experienced on the Tanzania Employment laws, and they ensure that they offer the best solutions to clients which will have lower risk for their corporations.

Performance Management

Our services here include assisting clients in creating a system of managing their employees for better performance. That includes preparation of clear job descriptions, the orientation of new employees, training and education of existing employees, career development opportunities, recruitment, performance evaluation system, career development and assistance in structure of exit interviews.



1. Preparation of clear job descriptions.
2. Orientation of new employees.
3. Training and education of existing employees.
4. Career development opportunities.
5. Setting performance standards.
6. Performance evaluation system.
7. Career development and assistance in structure of exit interviews.

HR System Assessment

We assist the client in ensuring that we create a unique system that will be used to assess the employees. Understanding that Human resource is no longer just an administration unit rather a core unit on the growth of the business we focus in identifying key areas which can create positive interaction between the employees and communication with the employer.

1. Review of the organization structure.
2. Review of Employment Policies, Contracts, and all employees' files.
3. Interviewing HR personnel and Head of Department.
4. Advising on the HR system and reviewing it.

Salary Surveys

Our services here include determining average compensation to be paid to employees on different job titles, geographic regions, employer size and industry.

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Recruitment Services

The team at Reveurse we provide recruitment from permanent, specific and fixed recruitment.

Our team is effective in analyzing each candidate carefully and ensuring a successful match with our company clients, and on the candidate's side we become your partner in helping you reach your career goals by helping you get the right post.

We provide recruitment for different positions from lower level to managerial positions.

Recruitment package includes

- Permanent recruitment
- Temporary recruitment
- Outsourcing

Customer Service Support

A well-organized company with hunger of success should invest in Customer service strategy. A well-executed customer experience strategy will maximize customer lifetime value, increase customer satisfaction and send your revenue thriving. Every stage impacts customer loyalty. That means it affects how customers talk about the brand online as well as offline.

Product

- What's the business vision, mission and process
- Providing the service at your best
- What's expected of you
- Creating an emotional/humanly connection with your customers
- List your brand customer experience, if its early delivery, unique taste, home delivery, able to loan out customers
- Focus on practical issues
- Hire team players and get them to really pay attention to your customers, obsess over the tiny details, personalize the experience

Complaints

- Dealing with queries/complaints
- Foster a customer centric mindset
- Providing solutions
- Experience you received
- Having the right people to render service

Satisfaction

- End satisfaction
- Get feedback in real time and providing response
- Live chat platforms
- Social media response
- Feedback forms
- Increasing customer engagement with automated messages
- Reward employees who put a smile on customers

Training and Development

Our team works hand in hand with our clients by providing training to the management and employees on the employment laws but also how to handle human resource matters in accordance with the law.

We believe in order for any organization to prosper the company must invest in the training and development of your employees hence our company focuses on training the employees for their current positions and future roles.

We also provide training and mentorship to universities and colleges; we have established a Mentorship program with the Vocational Education and Training Association (VETA) known as the "VETA MENTORSHIP PROGRAM"

OBJECTIVES OF THE PROGRAM

- Boost students job placements rates in several organizations for the students
- Provide students with internship placements in several organizations after completion of the mentorship program
- Initiate students with the ability to become potential and right candidates through improving their soft skills and capacity in their respective fields.
- To establish good candidates who are accountable and responsible for their actions at a workplace.

The "VETA MENTORSHIP PROGRAM" officially commenced for the first quarter in November 2020 was conducted for a total of four week, we successfully completed the program in December 2020. A total of 33 students successfully completed the program by attending throughout the four weeks, and out of these 7 students got internship placements.

With the achievements from the first quarter, we successfully established the second quarter of the program where 47/60 students successfully completed the program.

Moving forward we are to expand and establish the program to other universities in Tanzania and increase the outreach to more students.





Marketing

We help our clients know its not all about interaction but availability (Touchpoints) and the depth of interaction and impression (engagement) too .If you have 500–2000 people visiting your website you can create pop up ads to showcase more your products or services that complement user experience rather than interrupting them.

- Creating a setup and a Strategy Plan which can be done 3 weeks i.e. getting enough information about your client's information, data statistics and survey conducted.
- A full report on your current online presence status i.e. knowing the number of viewers on your website and optimizing on that
- Short Survey/feedback on your existing clients through created forms online
- Revamp of all your social media profiles
- Design guidelines for digital communication, digital marketing
- Understanding the back office to front office ration 80/20
- Implementation of the Strategy plan
- Monthly meetings for content/campaign discussion i.e. newsletter, website blog, updates
- Working on customer retention
- Creation of graphics and designs needed
- Implementation of the strategy plan
- Monthly reports on progress
- Develop blogging system
- Train staff to become more sustainable in the plan
- Posting on Facebook and Instagram page for content 10-15 posts per month depending on changes
- Digitization of manual process to streamline and reduce costs

Customer Care Experience

In understanding the importance of a customer to any business our team provides quality customer care service training to the employer and their team in order to maintain the quality of their service.

Conflict Management and Recruitment

In order to avoid losses, we walk the client through the conflict management process in a quick and efficient manner to avoid any losses on their end. We participate in coaching the client for disciplinary hearings and all the termination process to ensure both parties employer and employee part ways amicably. We also assist the client in recruiting the right candidate in their organizations by matching them with the right fit but also recruiting candidates on the right posts.

Customer Support Structure(Training) /Strategy

We train our clients to know what does customer service mean, value of a customer and their rights. Further more employees get to be trained about the company products and to have a clear vision on customer experience.

Accounting & Auditing Services

Managing accounting departments

- Keeping proper records of all the payments paid by the client
- Keeping records of all incoming payment
- Preparing monthly financial reports
- Conducting financial controls

Payroll Management Services

- Employee attendance management
- Background and income verification of staff
- Salary management of staff
- Income tax management of staff
- Staffs Social security funds management
- Leave management of staff
- Incentive management of staff

Tax Services

Tax Planning Services

- Analyzing client's business and financial situation
- Recommending on tax serving strategies
- Reviewing and advising clients on long-term impact to their business, of tax legislation and proposed amendments
- Providing advice on the most effective tax structures for a specific type of business





Tax Advisory

- Providing tax advice on Corporate Tax
- Providing tax advice on Pay as you earn on employment relations
- Providing advice on indirect taxes including VAT and Customs and excise duty

Tax Compliance

- Preparation and filling of statement of estimated tax payable
- Preparation and filling of final tax returns
- Assisting clients to keep track on filling and tax payment deadlines
- Processing tax clearance certificates
- Representation during inspection by tax authorities
- Assisting the client to deal with all queries by the tax authorities

Tax Compliance

- Identification and review of transactions between related parties in the client's business, evaluation of potential risks
- Examination of the current Transfer Pricing policies that are in place in your group and preparation of local documentation based on applicable legislation
- Advising on the most suitable Transfer Pricing method within available legislative options and administrative guidance
- Preparation of all required documentation to support the applied Transfer Pricing method
- Representing you in communication with the tax offices by obtaining approval of the selected Transfer Pricing method and defending the established Transfer Pricing strategy by controls executed by tax authorities
- Continuous support by implementation of the Transfer Pricing strategy and regular update of the supporting documentation

Tax advisory on merger and acquisition

- Due diligence on tax position of the Targeted company before merger and acquisition
- Ensure that tax compliance requirements are met throughout the deal



PERMIT CONSULTANCY

We provide quality, reliable and time bound services in permits consultancy (work and residence permits). We have experienced and competent team with very strong network which allows us to deliver consultancy timely to our clients

Our services are reliable and we are trusted by many clients working in different sectors including manufacturing, construction, transportation and mining to mention a few.

We provide consultancy for work permit and residence permit class A, B, C and D in which there are different non-citizens eligible for a specific class.

Class A

It is eligible for non- citizens who are either Shareholders only or a shareholder & Directors

Class B

It is eligible for non- citizens who are independent researchers

Class C

It is eligible for non- citizens who are employees and only directors (not shareholders)

Class D

It is eligible for non- citizens who are volunteers and work in NGO's

For residence permits

Class A

It is eligible for non- citizens who are either shareholders only or a shareholder & Director

Class B

It is eligible to non- citizens who are employees and the Directors only

Class C

It is eligible to non- citizens who are volunteers and work in non-governmental organizations.



Visa Consultancy

We provide quality, reliable and time bound services in providing consultancy to our clients on different types of VISA. We also advice our clients on what type of Visa is eligible for them to apply regarding their status.

We assist in applications of the following Visa's

Business Visa

Tourist Visa

We also provide consultancy regarding different passes to the country including Special pass, Student pass and dependent pass.



We provide quick
services and long
standing part-
nerships with all
our clients.

WHO WE WORK WITH

OUR PARTNERS

Our client range include startup companies and running companies with over 200 employees. Our areas of expertise include Human Resource consulting, performance management, HR system assessment, training and development, background checks, employment contracts, HR policy & Procedures, Salary surveys, Conflict Management and Recruitment.





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