

HR Generalist & Administration

Professional Summary

HR professional with 10+ years' experience in the agricultural sector, specialising in employee relations, performance management, compliance, and HR strategy execution. Proven ability to align HR practices with business goals, improve workforce productivity, and foster strong organisational culture. Experienced across full HR functions, payroll, and skills development.

Core Skills

- HR Strategy & Operations
- Employee Relations & Conflict Resolution
- Performance Management
- Recruitment & Talent Development
- HR Compliance (BCEA, ESTA, Sectoral Determinations)
- Payroll (Sage Premier, Sage 300)
- HRIS (FCS, FarmTrace)
- Skills Development (WSP & ATR)
- Training Facilitation & Employee Engagement

Education

Honours – Industrial & Organisational Psychology (Employee Wellness) – UNISA, 2022
BCom – Industrial & Organisational Psychology – UNISA, 2020
Diploma – Information Systems – CTI Education Group

Professional Affiliations & Systems

- **Professional Registration:** SABPP Registered (South African Board for People Practices)
- **Systems Expertise:** Sage Premier, Sage 300, FCS, Farmtrace, Digital Onboarding Platforms, Microsoft Office Suite (Advanced Word, Excel, PowerPoint), Canva.

Professional Experience

HR Consultant (Freelance) | November 2025 - April 2026

Provide HR support to farms including policy alignment, onboarding, contract management, SIZA compliance, and HR systems.

HR Officer – United Exports | Feb 2025 – Oct 2025

Delivered HR services aligned to business strategy; managed training, employee housing, and wellness initiatives.

HR Manager – Dennegeur Farms | Feb 2022 – Apr 2024

Led full HR function; implemented performance management system improving productivity; managed compliance, recruitment, training, and reporting; drove Employment Equity and employee engagement initiatives.

HR Administrator – Lucerne Pack | Nov 2019 – Feb 2022

Managed HR and payroll (~330 employees); facilitated training programs; ensured compliance; supported recruitment and employee relations.

HR & Payroll Officer – Ideafruit | Jan 2016 – Nov 2019

Handled HR operations, payroll, onboarding, and skills development reporting.

REFERENCES

Provided upon request