



WE RECRUIT FOR ATTITUDE.

HR, PAYROLL & WORKFORCE SOLUTIONS FOR AFRICA

We build people systems that help African businesses grow. From finding the right talent to onboarding, payroll, training and performance, we help organisations manage the people behind their growth.

BUILD. RUN. GROW.

Cameroon first. Africa next. • English & French • On-site, hybrid and fully remote teams

HR | RECRUITMENT | PAYROLL | ONBOARDING | TRAINING

YOUR PEOPLE ARE YOUR BUSINESS

Hiring someone is only the beginning.

The real challenge is making sure the right person is hired, onboarded, paid, supported, developed, productive and retained. That is where we come in. We combine experienced HR expertise, practical systems and technology to help organisations build a workforce that works.

BUILD	ONBOARD	RUN	GROW	RETAIN	EXIT
Plan & hire	Integrate	HR & payroll	Train & perform	Engage & develop	Close well

OUR 3 CORE OFFERS

Choose one service or combine all three. We scale our support around your workforce, your stage of growth and your actual HR needs.

01 BUILD

Build Your Workforce

Find the right people. Start them right.

- Workforce planning and hiring needs analysis
- Job descriptions and role profiles
- Recruitment, talent sourcing and screening
- Competency assessments and interviews
- Reference and pre-employment checks
- Offer and employment documentation
- Structured pre-boarding and onboarding

Outcome: Better hiring decisions, stronger starts and less time spent searching.

02 RUN

Run Your People Operations

Your people. Our systems. Less administrative stress.

- HR administration and employee records
- Employment contracts and documentation
- Payroll processing, payslips and reconciliation
- CNPS and statutory payroll support
- Leave and absence administration
- Remote and hybrid workforce support
- HR policies, procedures and compliance
- HR reporting and management support

Outcome: Organised people operations, payroll confidence and less administrative burden.

03 GROW**Grow Your People**

Recruiting is not the finish line. It is the beginning.

- Onboarding and 30/60/90-day integration
- Training needs assessment
- Employee, manager and leadership development
- Performance management systems
- Employee engagement and career development
- Skills development and workforce analytics
- Retention strategies

Outcome: Better managers, stronger teams and people who understand how their work contributes.

OUR SIGNATURE DIFFERENCE

BOOK4 — from offer letter to productive employee.

Book4 is our proprietary employee experience and onboarding approach. Instead of treating onboarding as a one-day welcome session, we create a journey that starts before Day 1 and continues through the employee's first 90 days.

BEFORE DAY 1	DAY 1	FIRST 30 DAYS	60 - 90 DAYS
Documents Payroll setup Equipment & access Manager readiness	Welcome Culture & policies Role clarity Team connection	Check-ins Training Integration Early feedback	Performance review Development plan Retention signals Next steps

Book4 can be adapted to the size, sector, language and workforce needs of each organisation.

THE PEOPLE OPERATIONS PARTNER

One partner for the whole employee journey. Outsource the entire function, or choose only the areas where you need support.

Recruitment	Onboarding	HR Admin	Payroll	Training	Performance	Retention	Offboarding
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REMOTE & HYBRID WORKFORCE OPTIONS

Talent does not have to sit in your office to work for you. We help organisations design, run and support remote and hybrid teams — from policy and compliance to onboarding, performance and payroll.

- Remote and hybrid work policy design
- Virtual onboarding and integration
- Remote payroll, contracts and compliance
- Distributed team performance management
- Digital collaboration tools and workflows
- Remote engagement and retention

CAMEROON FIRST. AFRICA NEXT.

Rooted locally. Built to extend across Africa.

We are rooted in Cameroon and understand the local labour landscape, compliance environment and bilingual business culture. From this base we support organisations across CEMAC and the wider African market — on-site, hybrid or fully remote.

- Cameroon-based HR, payroll and recruitment expertise
- Operations across CEMAC and neighbouring markets
- Support for companies expanding into Africa
- Regional talent sourcing and cross-border workforce planning



WHY US

30+ years of HR & payroll experience

Deep practical experience combining established HR practice with the realities of today's African workforce.

We recruit for attitude

Skills and experience matter, but attitude, integrity and willingness to learn decide who actually succeeds.

Africa, not Africa as an afterthought

Built for SMEs, startups, NGOs, international organisations, multinationals and businesses entering Cameroon.

French + English

Support for bilingual workplaces across Cameroon's English and French-speaking business environments.

Technology enabled. Human led.

Technology handles the process. Experienced people handle the people.

TECHNOLOGY ENABLED. HUMAN LED.

AREA	TOOLS & SYSTEMS WE WORK WITH
Recruitment	ATS, LinkedIn, job platforms and structured candidate assessment
HR	HRIS, employee databases and digital document management
Onboarding	Digital forms, workflows, checklists, surveys and automated reminders
Payroll	Payroll platforms, controlled processes, reporting and audit trails
Training	LMS, virtual classrooms, assessments and digital certificates
Reporting	HR dashboards and workforce analytics

WHO WE WORK WITH

Organisations building the people behind their growth.

SMEs

Build an HR function without immediately building a large HR department.

Startups

Hire carefully and establish good people practices from the beginning.

NGOs & social impact

Recruit, onboard, develop and manage teams with strong operational processes.

International organisations

Local HR and payroll support while operating in Cameroon.

Growing African businesses

Scalable people systems as your workforce grows.

Companies entering Cameroon

Navigate local workforce administration with experienced support.

THE WORKFORCE HEALTH CHECK

Not sure where your HR gaps are? Start with a conversation. Our Workforce Health Check looks at:

Recruitment	Are you attracting and selecting the right people?
Onboarding	Are new employees becoming productive quickly?
Payroll	Is your payroll accurate, documented and well controlled?
HR administration	Are employee records and processes organised?
Performance	Do employees and managers know what success looks like?
Training	Are you developing the capabilities your organisation needs?
Retention	Do you know why good people stay or leave?

BOOK A WORKFORCE SESSION

You do not need to know exactly what service you need before contacting us. Tell us what is happening in your organisation and we will help you identify what is working, where the gaps are, what to fix internally, what to outsource and what your next practical step should be.

Book a 30-60 minute Workforce Session:

<https://cal.com/team/tamjab/book-a-workforce-session>

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HR | Recruitment | Payroll | Onboarding | Training — Cameroon • CEMAC • Africa