



Capability Statement - Hyacinth Guy PhD, SPHR, SHRM-SCM, SWP

Hyacinth Guy has been a Practitioner of Organizational Development and Strategic Human Resource Management for more than thirty-five (35) years with twenty-five of those years being at the Executive and Senior Management level in diverse organizations in the public, private and business sectors. Dr. Guy has strong competencies in Leadership Development, Strategic Workforce Planning, Performance Management, Organization Restructuring, Talent Development, and Employee and Labour Relations.

She is the Principal Director of *Hyacinth Guy Human Resource Company* a Leadership and Organizational Development Company with a focus on building Personal and Organizational Competencies. She is particularly passionate about helping to establish the workplace systems and culture that facilitate the achievement of organization goals.

Outlined below are:

- Some of the specific programs and services offered by Hyacinth Guy Human Resource Company
- Capability Statement of Hyacinth Guy, Principal Director of Hyacinth Guy Human Resource Company
- Listing of Consultancies/Interventions undertaken over the past five (5) years.

Programs and services offered by
Hyacinth Guy Human Resource Company



HYACINTH GUY
Human Resource Company

People and Organisation Development Services

- Organisation Development
- Psychometric and Talent Assessment Services
- Performance Coaching
- Meditation and Mindfulness

VIA ZOOM REGISTRATION ONLINE VIA www.hyacinthguy.com COURSE DOCUMENTATION PROVIDED



Training & Development Programs

- **Building Competencies in Strategic Compensation Management**
- **Building Competencies in HRM Management**
- **Building Competencies in Business Practice**

Performance Management Training

- **Conflict Analysis, Resolution and Management**
- **Building Competencies in Strategic Management**

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Capability Statement of Hyacinth Guy

Specific Experience Related to the Strategic Workforce Planning and Organisation Restructuring

- Undertook **Change Management Initiatives and Cultural Transformations** at several organisations in the public and private sector.
- Led the **Restructuring** process of several organizations. This included managing downsizing via voluntary and involuntary mechanisms and establishing strategic goals and objectives for organizations when new mandates are announced.
- Led the **Strategic Planning Process and Transformation** at the Teaching Service Commission and the Regulated Industries Commission.
- Established a **Strategic Human Resource Management** function in several organizations and coached and mentored the HR Team.
- Established **Competency Based Performance Management and Evaluation Systems** at several organizations. Linked the system with the strategic initiatives of the organization and worked with the management team to cascade goals down to all levels of staff.
- Developed and conducted numerous **Training Programs** on various areas of Human Resource Management, Industrial and Employee Relations, Grievance Handling and Conflict Management.
- Led the development of **Strategic Business Plans** at several organizations and undertook **Workforce Audits, Job Designs and Job Evaluations**.
- Very knowledgeable on **governance** issues in the state and private sector organizations in the Caribbean.

Other Experience

- Chairman Cipriani College of Labour and Cooperative Studies (2019 to 2022)
- Chairman, Regulated Industries Commission (2016 to 2019)
- Chairman, Industrial Relations Advisory Committee (2016 to date)
- Chairman, Scholarships Review Committee (2018 to 2019)
- Chairman of the Teaching Service Commission (2005 – 2014)
- Participated as a Member of several committees involved in various aspects of Public Sector Reform
- Participated as a Member of a committee established to select a job evaluation system and a competency-based management system for the Public Service in Trinidad and Tobago.

Competencies

- **People Development:** I manage in a consultative style, maintain morale and motivation, and develop the skills and competencies of others through training, coaching and other development activities related to existing and future roles.

- **Strategic Perspective:** I can see the big picture and link individual role with corporate objectives. I can assess a situation and identify inherent risks; I exercise sound judgment in managing risks.
- **Customer Focus:** I place high importance on the needs of internal and external customers.
- **Influence and Persuasion:** I make a strong impact in organizations, I am visible and confident, I can present a position in a logical manner. I help conflicting parties find common ground.
- **Communication:** I communicate clearly and concisely; I am confident in public speaking and listen and respond effectively. I can be an effective member of a team even if the team is working on an area outside of my area of expertise.
- **Leadership:** I can persuade, convince, influence and motivate others to take a specific course of action which supports the wider purpose. I make decisions in a timely manner; I treat others fairly and with respect; I take responsibility for own work including outcomes and issues.
- **Commercial awareness:** I can understand the key business issues that affect the organization and take appropriate action to maximize growth and profitability.
- **Governance and Compliance:** I work within the established policies, regulations, delegation of authority and create the environment to ensure compliance.
- **Teaching and Facilitating:** I know how to connect with adult learners.

Qualifications

- 2014 - PhD - Conflict Analysis and Resolution with an emphasis on Organizational Conflict from Nova Southeastern University, Florida.
- 2000 - MBA - Andrews University, Michigan.
- 1991 - MA - Labor and Development from the Institute of Social Studies in The Hague, Netherlands (University of Rotterdam).
- 1989 - Post Graduate Diploma - International Relations from the University of the West Indies.
- 1986 - BSc - Social Sciences from the University of the West Indies, St. Augustine Trinidad.

Certifications and Training

- SPHR - Senior Professional in Human Resource Management from the Human Resource Certification Institute Society (HRCI).
- SHRM-SCP – Senior Professional in Human Resource Management from the Society for Human Resource Management (SHRM)
- Competency Based Management Certificate from HRSG
- Strategic Workforce Planning Certificate from the Human Capital Institute (HCI)
- Certificate in Neuroscience

- Certified *LifeSuccess* Consultant and Coach with Bob Proctor *LifeSuccess* Productions, Arizona, U.S.A.
- Certified ‘*Thinking into Results*’ Organizational Consultant and Coach
- Certified Wellness Coach (Ayurveda and Meditation) with The Chopra Center, San Diego.

Consultancies/Interventions undertaken over the past five years.

No	Name	Capacity	Activity
1	Aero Services Credit Union	Consultant	Review and Development of Policy Manual.
2	Caribbean Gas Chemicals Limited	Consultant and Trainer	Established the Performance Management System; trained management staff on monitoring performance
3	East Caribbean Flour Mills Limited, St. Vincent	Consultant	Provided advice and guidance on organisation restructuring and employee separations.
4	Education Facilities Company Limited	Consultant	Recruitment and Selection of Executive Staff; Aligning of organisation with its mandate; Review of Policy Framework and Rewriting of Policies.
5	Human Resource Management Association of Trinidad & Tobago	President	Led the organisation and the Strategic Planning process, provided Leadership Training
6	Infolink	Consultant	Organisation review; compensation survey; competency-based performance management system.
7	Kenson Group of Companies	Consultant	Restructuring of the organisation and the HR Department, Executive Recruitment and Selection, Performance Management Systems, 360-degree assessments, Management Coaching to support culture change.
8	Ministry of Education	Consultant and Trainer	Leadership Training – School Supervisors
9	Ministry of Labour	Consultant	Recruitment and Selection of Staff
10	Ministry of Sport and Youth Affairs	Consultant	Recruitment and Selection of Staff
11	Ministry of Tourism	Consultant	Organisation Design and Development; Strategic Planning Recruitment and Selection of Staff
12	Mitco Water Laboratories Limited	Consultant	Designed Performance Management systems and goal setting plans.
13	National Entrepreneurship Development Co. Ltd	Consultant /Trainer	Organisational Restructuring, Review of organisation structure, policy framework and systems. Culture Change; Downsizing, Recruitment and Selection, Performance Management.
14	National Training Agency	Consultant	Selection of Executive Management

15	NIHERST	Consultant	Undertook an HR Operational Efficiency Review which included Organisation Design and Development; Policy and Procedure review.
16	Point Lisas Nitrogen Company Limited	Consultant	Organisation Review; design of HR Systems; Policy and Procedure Development
17	PROMAN	Consultant / Trainer	Designed and implemented a Competency Based Performance Management System in the organisation.
18	Regulated Industries Commission	Chairman	Led the organisation and developed Strategic Plans with the executive team.
19	Service Commissions Department of Trinidad and Tobago	Consultant	Assessment Center Activities for the recruitment and selection of senior level positions.
20	TATIL Insurance Company Limited	Consultant	Designed HR Intervention plans and Goal Alignment
21	Teaching Service Commission	Chairman	Led the organisation; developed strategic plans, spearheaded a Change Management initiative over period 2005 to 2014
22	Telecommunications Authority of Trinidad and Tobago	Consultant	Disciplinary Tribunal for senior staff.
23	Telecommunications Company of T & T	Consultant	Training in Conflict Management and Industrial Relations.
24	Trinidad and Tobago Mortgage Finance Company Limited	Consultant	Review of the Performance Management System, Executive and Management Coaching and 360-degree assessments.
25	Trinidad Generation Unlimited	Consultant	Workforce Audit, Recruitment and Selection Services, Assessment Services.
26	Trinidad and Tobago Civil Aviation Authority	Consultant / Trainer	Design and implement a Competency Based Performance Management System.
27	UDeCOTT	Consultant	Recruitment and Selection Services; Assessment Services for staff.
28	Unit Trust Cooperation	Consultant and Trainer	Training in Conflict Management and Industrial Relations.
29	Westshore	Consultant	Conduct organisation review, design and implement a Competency Based Performance Management System
30	Youth Training & Education Partnership Program	Consultant	Designed and developed new organisation structure; provided general advice and guidance on HR and IR issues; participated in the Strategic Planning process.

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