

Grant Pedro

I'm a high performer

Johannesburg, Gauteng 2158

grantpedro@gmail.com

+27 81 764 7234

My ID number is 7809175225082

Work Experience

Senior HR Consultant

Grata - Johannesburg North, Gauteng

July 2023 to Present

As the Founder and CEO of Grata, I am proud to be a solopreneur HR consulting company dedicated to empowering organisations through innovative and strategic human resources solutions. At Grata, my mission is to foster a workplace culture that thrives on growth, diversity, and excellence, ensuring that every organisation I partner with achieves unparalleled success.

I'm committed to delivering transformative HR solutions that go beyond conventional practices. I understand that the strength of any organisation lies in its people, and my consulting services are crafted to maximize the potential of your workforce. Whether it's optimising talent management, implementing effective employee development programmes, or promoting diversity and inclusion, I am here to guide you every step of the way.

My vision for Grata is ambitious—to be the leading HR consulting partner globally, renowned for transformative solutions that drive organisational success and prioritise employee well-being. I believe in aligning HR strategies with business objectives, creating a synergy that propels both individual and collective achievements.

Operations Manager

Bidvest Prestige Cleaning - Mafikeng, North West

May 2017 to July 2023

In my role overseeing the cleaning operation in the Mafikeng area, I lead and coordinated a dedicated team of 300 cleaning staff. My responsibilities extended beyond routine cleaning tasks, encompassing a comprehensive array of human resource and operational duties. On the human resource front, I was involved in recruitment, training, and performance management, ensuring that our cleaning team is skilled, motivated, and aligned with organisational objectives. Additionally, I handled scheduling and resource allocation, optimizing manpower to meet client expectations efficiently.

Operationally, my duties involved meticulous planning and execution of cleaning services, ensuring adherence to high-quality standards. I implemented and monitored cleaning protocols, continuously seeking ways to enhance efficiency and effectiveness. Moreover, I was responsible for maintaining a safe and compliant working environment, emphasising the well-being of our team members. This role demanded effective communication and collaboration, both within the team and with clients, to guarantee seamless operations and exceed service expectations.

My respect for people plays a pivotal role in carrying out these responsibilities. It serves as a guiding principle in my interactions with team members, fostering a positive and inclusive workplace culture. This respect extends to clients as well, as I prioritise understanding their specific needs and expectations to tailor our cleaning services accordingly. By combining operational acumen with a people-centric approach, I aimed to not only meet but exceed the standards set for cleaning operations in the Mafikeng area.

Sports Coach

Home Stretch Athletics - Mafikeng, North West
March 2011 to December 2017

As the coach and founder of our non-profit organisation, I took charge of overseeing all day-to-day operations, which encompassed a spectrum of projects aimed at uplifting communities through sports and recreational activities. In addition to this, my coaching journey extended to after-school athletics programmes at Mafikeng High School (2015-2017) and Danville Community Recreation (2016), addressing the vital role of sports in curbing challenges like drug abuse.

Collaborating with stakeholders, my athletics coaching efforts (2014-2015) resulted in notable achievements, including a young athlete's success in the 60m and 80m sprints. In previous roles at Danville Primary (2013) and St Michael's School (2010-2012), I played a pivotal role in organising fundraising activities and enhancing sports programmes, showcasing a commitment to community engagement. My involvement with Tygervalley Bellville Athletics (2009) further underscored my dedication to high-performance coaching, collaborating with athletes who held SA titles and ranked internationally. Through these diverse projects, my aim was to make a lasting impact on individuals and communities through the power of sports and recreation.

HR and Project Manager

JJL Steel and Construction - Mafikeng, North West
September 2013 to May 2017

During my tenure at JJL Steel and Construction, my role in HR and operations allowed me to play a pivotal part in shaping the organisation's success. Serving as a key contributor, I navigated the complexities of human resources, implementing strategies that fostered a positive workplace environment and facilitated effective talent management. In the realm of operations, I focused on optimizing workflows and enhancing overall efficiency. My experience at JJL Steel and Construction provided valuable insights into the intricacies of the construction industry, where precision, teamwork, and strategic planning are paramount. Collaborating with a dedicated team, I contributed to the seamless execution of projects, ensuring a harmonious blend of human capital and operational excellence. This professional chapter not only honed my skills in HR and operations but also enriched my understanding of the dynamic landscape of construction.

Financial Accounting Clerk

SASSA - Cape Town, Western Cape
December 2008 to September 2009

In my previous role as a Financial Accounting Clerk at the South African Social Security Agency (SASSA), I played a pivotal role in ensuring the accuracy and integrity of financial records. My passion for assisting those less fortunate inspired my commitment to contributing meaningfully to SASSA's mission. In this capacity, I handled key responsibilities such as recording financial transactions, reconciling bank statements, and managing invoices and expense reports with meticulous attention to detail.

Labour Relations and HR intern

Western Cape Department of the Premier - Cape Town, Western Cape
March 2007 to December 2008

In my capacity as an intern, I had the privilege of engaging in a multifaceted role where I was tasked with advising on the latest amendments to labour law. This involved staying abreast of legislative changes, interpreting their implications for the organization, and providing informed guidance to ensure compliance. Additionally, my responsibilities extended to actively participating in disciplinary hearings, showcasing my ability to navigate sensitive workplace issues with fairness and professionalism. The exposure to collective bargaining further broadened my understanding of the intricate dynamics involved in negotiations between employers and employee representatives. This exposure not only refined my legal skills but also allowed me to contribute effectively to the organization's compliance and employee relations strategies.

Stock Controller

Woolworths Pty (Ltd) - Cape Town, Western Cape
January 2006 to March 2007

A pivotal facet of my role involved strategically managing stock levels within the budget parameters established by the business. As part of my responsibilities, I executed sales activities while upholding store standards to the agreed-upon benchmarks. This encompassed implementing a strategy to optimize sales by ensuring a harmonious balance between inventory levels and customer demand. The execution of these activities not only contributed to the enhancement of the store's product and service offerings but also played a crucial role in meeting sales targets and customer satisfaction.

To achieve these goals, a strategic approach was employed, involving careful monitoring of stock levels, sales trends, and customer preferences. This proactive strategy aimed to align the store's offerings with market demands, ensuring a dynamic response to changing customer needs. All actions undertaken adhered meticulously to legal, brand/banner, and professional requirements, reflecting a commitment to ethical and compliant business practices.

In summary, my role not only entailed maintaining stock levels and executing sales activities but also embraced a strategic approach to optimize sales outcomes, all while upholding the highest standards of legality, brand representation, and professional conduct. This strategic alignment contributed to the overall success of the store's products and services.

Student Athlete

Athletics SA - Cape Town, Western Cape
September 1997 to November 2003

Embarking on my athletic journey has been a tapestry of achievements, each thread woven with dedication and milestones. From securing provincial and national titles to making history at the age of nineteen, becoming the first South African athlete of color to qualify for a 110m hurdles final race in Durban, my passion for athletics has driven me to break barriers and leave an indelible mark.

Among my accolades are titles such as Western Province Champion in both 110m hurdles and 400m hurdles, earning me the esteemed Tygervalley Bellville Athlete of the Year award. Additionally, I clinched the Central Gauteng Champion title in the 110m hurdles category, showcasing my consistent performance at various levels. My journey also includes being crowned as the South African Student Champion and South African under 23 Champion in the 110m hurdles discipline.

However, this journey is not confined to South Africa alone. It traces back to my high school years at Albemarle High School in Charlottesville, USA, where under the guidance of Karl Williams, a collegiate athlete and exceptional coach, I ventured into hurdling during my sophomore year. In 1997, I achieved the

remarkable feat of becoming the state champion in the 55m hurdles indoor event, marking a significant moment in my high school athletic career. The national competition further solidified my standing, securing the 6th position overall among high school athletes nationwide.

These formative experiences in Virginia laid the groundwork for my subsequent provincial and national titles, marking a significant and influential chapter in my athletic journey. Each title represents a unique triumph, reinforcing my passion and determination in pursuing excellence on the track, fueled by the lessons and support received from both South African and American athletic landscapes.

Education

ND:HRM in Human Resources Management

Unisa - Mafikeng, North West

2000 to 2015

Skills

- **Leadership:** Demonstrated through roles at Bidvest Prestige, JjL Steel and Construction, and Home Stretch Athletics, showcasing the ability to guide teams and initiatives. (10+ years)
- **Effective Communication:** Refined through roles as a Point of Sales and Sales Assistant at Edgars, ensuring clear and concise communication with customers and colleagues. (10+ years)
- **Project Management:** Orchestrated projects at Bidvest Prestige, coordinated construction projects at JjL Steel and Construction, and organised athletics competitions at Home Stretch Athletics, showcasing strong project management skills. (10+ years)
- **Team Collaboration:** Worked collaboratively with diverse teams retail, construction, government, cleaning and in various athletic endeavours, illustrating an ability to thrive in collaborative environments. (10+ years)
- **Adaptability:** Demonstrated through roles in government, small business, and the private sector, showcasing the ability to adapt to different work environments and challenges. (10+ years)
- **Problem-Solving:** Applied problem-solving skills in diverse settings, such as addressing challenges in construction projects and resolving customer queries at Woolworths and Bidvest Prestige. (10+ years)
- **Customer Service:** Honed customer service skills as a Store Controller at Woolworths and Operations Manager at Prestige, ensuring a positive customer experience. (10+ years)
- **Financial Acumen:** Gained through roles at SASSA and Prestige, managing profit and loss through managing my debtor's book. (10+ years)
- **Athletic Coaching:** Developed coaching and mentorship skills through Home Stretch Athletics, contributing to the success and development of young athletes. (10+ years)
- **Multitasking:** Balanced responsibilities across various roles, from athlete to project manager, showcasing effective multitasking abilities. (10+ years)
- **Passion for Community Impact:** Evident in roles at SASSA and government, emphasizing a dedication to making a positive impact on individuals and communities. (10+ years)
- **Fundraising:** Successfully organised fundraising events at Home Stretch Athletics and St. Anthony's Catholic Church, showcasing skills in resource mobilisation. (10+ years)
- **Strategic Planning:** Developed strategic plans for athletics competitions, construction projects, and governmental initiatives, demonstrating a strategic mindset. (10+ years)
- **Regulatory Compliance:** Ensured compliance with legal and regulatory standards in roles at JjL Steel and Construction, Western Cape Provincial Government, and Bidvest Prestige. (10+ years)
- **Event Coordination:** Coordinated events ranging from high school athletics competitions to community initiatives, showcasing strong event management skills. (10+ years)

- Customer Relationship Management: Built and maintained positive relationships with customers at in my photography business and cleaning operations for Prestige, emphasizing customer-centric skills. (10+ years)
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- Time Management: Effectively managed time and priorities in roles across different sectors, demonstrating efficiency and organisation. (10+ years)
- Data Analysis: Utilized data analysis skills in roles requiring financial oversight and decision-making. (10+ years)
- Public Speaking: Engaged in public speaking and presentations in various capacities, showcasing effective communication skills. (10+ years)
- Negotiation: Employed negotiation skills in dealings with stakeholders in cleaning projects and other collaborative efforts. (10+ years)
- Risk Management: Mitigated risks in construction projects and other ventures, showcasing a proactive approach to risk management. (10+ years)
- Technology Proficiency: Demonstrated proficiency in digital marketing for my personal website, www.grata.co.za, software and tools, including Point of Sale systems and Payroll at Bidvest. (10+ years)
- Research and Development: Contributed to the development of sports initiatives, showcasing a commitment to ongoing improvement and innovation. (10+ years)
- Health and Safety Compliance: Ensured compliance with health and safety regulations in roles involving construction projects and cleaning. (10+ years)
- Critical Thinking: Applied critical thinking skills in problem-solving scenarios, contributing to effective decision-making. (10+ years)
- Cultural Sensitivity: Demonstrated cultural sensitivity in various roles, contributing to positive interactions with diverse stakeholders. (10+ years)

Links

<http://grata.co.za>

Awards

Athlete of the year

November 1999

The Tygervalley Bellville Athletics Club honoured me with this award when I was nineteen years old and competing internationally for South Africa in 110m hurdles and 400m hurdles.

Certifications and Licenses

Essentials of Nonprofit Strategy

November 2015 to Present

An overview on how to identify milestones in nonprofit strategy design. Topics covered in this course included: problem definition, identifying stakeholders, designing a theory of change and logic model, and establishing assessment criteria.

Certificate of registration of nonprofit organisation

March 2011 to Present

I registered Home Stretch Athletics with the Department of Social Development. An organisation working in sports and recreation to promote excellence in sports to youth and a healthy lifestyle through education.

Athletics South Africa Coaching Level 1 and 2

October 2010 to Present

These two courses covered the basics in athletics coaching.

Drivers License

Present

Active profiles on SABPP and IPM

Present