

Bernadette Kavanagh CV

Bernadette spent over 25 years in the Financial Services industry, in various management roles including training and development and was Human Resources Manager for a Financial Services company for a number of years.

She began to work as a freelance Human Resources Consultant in 1997 providing a broad range of HR services to small and large organisations. Training and development, Human Resource Management and occupational pension scheme administration are among the areas provided. Bernadette is a Trustee and Secretary of a UK occupational pension scheme.

Some recent consultancy assignments

Management training and development

Design and delivery of management training and development including:

- a series of manager/supervisory development programmes to assist organisational changes in Life Assurance company.
- a range of technical training programmes for Modern Apprentices and Telephone Helpline teams
- assessment of NVQ candidates on Modern Apprenticeship programme.

Coaching and mentoring

- One to one coaching with principals and supervisors in Life Assurance company and SMEs to develop first line management skills

HR consultancy

Bernadette has extensive experience in a range of HR consultancy assignments including:

- management of HR project for large mortgage organisation to ensure compliance with all aspects of forthcoming mortgage regulation
- provision of strategic and operational solutions to changing business needs as a member of a senior management team
- recruitment of administrative, technical and management candidates for Life Assurance Company
- set up of vetting processes for screening and validation of sales personnel for UK arm of American Investment Company to comply with FSA Compliance regulatory requirements
- design and implementation of job evaluation and performance appraisal systems for UK Life Assurance company
- management of a series of redundancy programmes to ensure no resulting Industrial Tribunal claims
- design and implementation of disciplinary and grievance policy and procedures for Life Assurance company and SME
- provision of HR advice on TUPE (outsourcing)
- administration and Trusteeship of a UK occupational pension scheme.

Qualifications

Member of the Chartered Institute of Personnel and Development (CIPD); Masters degree in Human Resource Management and Industrial Relations; Professional Certificate and Professional Diploma in Management Studies through the Open University; Post-graduate Certificate in Small Business Management.