



Request for Expression of Interest

For: Human Resource Consultant/Consultancy Firm

Company Overview

The Public Utilities Regulatory Commission (PURC) was established by the PURC Act No. 20 of 2016. The act speaks generally to public utilities but hitherto only the electricity sector has come under the purview of the PURC. PURC's objectives include building a strong and sustainable regulatory regime that supports the economic development of Grenada, Carriacou, and Petite Martinique and protecting consumers' interests.

Scope of Services

The objective of the consultancy services is to evaluate the operations of the PURC, and develop and implement the necessary policies to guide its daily operations. The Consultant/Consultancy firm is required to provide a report of the findings to the Board of Commissioners and the CEO of the PURC both in hardcopy and softcopy versions.

The PURC is hereby seeking the professional services of a qualified and experienced consultant/ consultancy firm to provide Human Resource consultancy services that include but are not limited to the following:

1. Perform a Human Resource Audit on the operation of the PURC and make recommendations to the Commission on employment contracts, terms of employment, and the interpretation of agreements, awards, appraisals, and employee policies.
2. Review the PURC's recruitment process and provide recommendations for improvements on advertising, screening, interviewing, background check, hiring, and orientation.
3. Contribute to the development, review, and maintenance of human resource policies, practices, and procedures.
4. Help establish control systems for compliance with relevant laws, business methods, and HR practices.
5. Assist in training, researching suitable training for employees, and management of personnel.
6. Assess the workplace to identify staff issues, company goals, and requirements, and provide effective solutions and recommendations.

Qualifications and Experience

1. Bachelor's degree in human resources, business administration, or similar.
2. A minimum of 5 years of experience as an HR consultant or similar.
3. Excellent computer skills and experience working with HR-related systems.
4. Exceptional problem-solving and interpersonal skills.
5. Knowledge of Grenada's Employment Act and other related laws.



All expressions of interest should be addressed to

The Chief Executive Officer,
Public Utilities Regulatory Commission
Queen's Park
St. George

And submitted via email; office@purc.gd or at our office in Queen's Park, St. George's or mailed to

Public Utilities Regulatory Commission,
P O Box 2443,
St George's
Grenada.

All submissions must be made on or before 4:00 p.m. on Friday, July 14, 2023.