

ACHIEVO LIMITED

Capability Statement

We Make It Happen

1. Executive Summary

Achievo Limited is a Kenyan human resources, staffing, recruitment, compliance, risk management, and business support company focused on helping organizations secure dependable talent, reduce operational risk, and improve workforce performance. The company is positioned as a practical implementation partner for organizations that need reliable people solutions, structured compliance support, and measurable service delivery outcomes.

Achievo Limited's operating philosophy is captured in its tagline, "We Make It Happen." This reflects a commitment to execution, responsiveness, accountability, and client-focused service. The company supports clients through integrated solutions covering recruitment, workforce deployment, compliance oversight, loss control, training, and advisory services.

2. Company Overview

Achievo Limited operates in the human resources services sector and provides solutions that help organizations plan, recruit, deploy, supervise, and retain the right workforce. The company's services are particularly valuable to organizations seeking dependable manpower, improved compliance practices, stronger operational controls, and reduced exposure to workforce-related risks.

Company Name	Achievo Limited
Primary Sector	Human Resources Services, Staffing, Recruitment, Compliance and Risk Management
Location	Nairobi, Kenya
Operating Philosophy	We Make It Happen
Core Offering	Integrated workforce, compliance, risk mitigation, and business support solutions

3. Vision, Mission and Values

Vision: To become a leading provider of integrated workforce, compliance, and business support solutions across Kenya and the wider region.

Mission: To help clients achieve operational excellence by providing dependable staffing, practical compliance support, and risk-conscious workforce solutions delivered with professionalism and accountability.

- **Integrity:** Maintaining honesty, transparency, and ethical conduct in every engagement.
- **Excellence:** Delivering high-quality services that meet client expectations and operational requirements.
- **Accountability:** Taking ownership of commitments, deliverables, and outcomes.
- **Responsiveness:** Acting quickly and effectively to address client needs.
- **Innovation:** Applying practical and modern solutions to workforce and compliance challenges.

4. Core Capabilities

4.1 Recruitment and Staffing Services

Achievo Limited provides end-to-end recruitment and staffing solutions designed to connect organizations with qualified, reliable, and well-matched talent. The company supports clients through workforce planning, candidate sourcing, screening, interviewing, onboarding, and deployment. Its recruitment approach is structured to reduce hiring delays, improve placement quality, and support long-term productivity.

- Permanent recruitment and placement
- Temporary and contract staffing
- Bulk recruitment and workforce mobilization
- Executive and specialized talent search
- Candidate screening, vetting, and reference checks
- Onboarding coordination and workforce documentation

4.2 Compliance and Risk Management

Achievo Limited supports organizations in strengthening compliance frameworks and reducing workforce-related risks. This includes reviewing employment practices, advising on documentation, supporting policy implementation, and helping clients maintain

controls that improve accountability and reduce exposure to operational, legal, and reputational risk.

- Compliance audits and gap assessments
- Workforce risk assessments
- Policy development and implementation support
- Regulatory compliance advisory
- Incident reporting and corrective action tracking
- Compliance training for staff and supervisors

4.3 Loss Control and Operational Oversight

The company provides loss control support to help clients identify, prevent, and respond to operational weaknesses that may result in financial leakage, inefficiency, poor supervision, fraud exposure, asset misuse, or productivity loss. Achievo Limited's loss control approach is practical and field-oriented, focusing on prevention, monitoring, reporting, and continuous improvement.

4.4 Business Support and Advisory Services

Achievo Limited provides practical business support services that allow clients to focus on their core activities while improving administrative efficiency. These services may include HR process support, workforce documentation, operational reporting, process improvement, and advisory support for organizations seeking more reliable internal systems.

5. Service Delivery Approach

Achievo Limited applies a structured and client-centered service delivery methodology. Each engagement begins with understanding the client's operational needs, risk environment, staffing gaps, and expected outcomes. The company then designs a tailored solution, implements the agreed scope, monitors progress, and reports on performance.

1. **Discovery and Needs Assessment:** Understanding the client's goals, workforce requirements, compliance priorities, and risk exposure.
2. **Solution Design:** Developing a practical plan, resource model, timelines, roles, and reporting framework.
3. **Implementation:** Deploying people, processes, and controls according to the agreed work plan.
4. **Monitoring and Reporting:** Tracking deliverables, identifying gaps, and providing updates to client stakeholders.

5. **Continuous Improvement:** Using feedback and performance data to refine processes and improve outcomes.

6. Sector Experience and Target Clients

Achievo Limited's capabilities are relevant to organizations that require reliable staffing, compliance oversight, and operational controls. The company is well suited to support clients in sectors where workforce reliability, accountability, documentation, supervision, and risk mitigation are critical to daily operations.

- Corporate organizations and private companies
- Manufacturing and industrial operations
- Logistics, warehousing, and distribution businesses
- Retail and customer-facing operations
- Construction and project-based employers
- Public sector and institutional clients
- Service providers requiring outsourced workforce support

7. Key Differentiators

- **Integrated workforce and compliance model:** Achievo Limited combines people solutions with practical controls, helping clients reduce risk while improving staffing outcomes.
- **Execution-focused culture:** The company's "We Make It Happen" philosophy emphasizes responsiveness, problem-solving, and delivery.
- **Flexible service design:** Solutions can be customized to match client size, sector, operating model, and budget.
- **Risk-conscious operations:** Recruitment, staffing, and deployment processes are supported by vetting, documentation, monitoring, and reporting.
- **Client partnership orientation:** Achievo Limited works as an extension of the client's team, prioritizing practical support and measurable results.

8. Quality Assurance

Achievo Limited maintains service quality through structured processes, documentation, supervision, and client feedback. The company emphasizes clear expectations, defined responsibilities, transparent reporting, and timely issue resolution. Quality assurance is built into recruitment, deployment, compliance monitoring, and client support activities.

- Defined service standards and deliverables
- Candidate screening and verification processes
- Workforce documentation and compliance checks
- Supervisor and client feedback mechanisms
- Performance review and continuous improvement
- Issue escalation and corrective action procedures

9. Technology and Reporting

Achievo Limited supports its operations with practical technology and reporting processes that improve visibility, tracking, and accountability. Digital tools can support candidate management, workforce records, attendance monitoring, compliance tracking, incident reporting, and client communication. Reporting is tailored to client needs and may include recruitment progress, workforce performance, compliance status, and risk issues requiring management attention.

10. Health, Safety and Environment Commitment

Achievo Limited recognizes that workforce solutions must be delivered responsibly and safely. The company promotes health, safety, and environmental awareness by supporting proper onboarding, workplace conduct expectations, supervisor engagement, incident reporting, and compliance with applicable workplace safety requirements.

11. Client Testimonials

The following sample testimonials may be replaced with verified client names, official quotes, and approved organization details before external publication.

Client Type	Testimonial
Corporate Client	“Achievo Limited has been a dependable partner in helping us meet urgent staffing needs while maintaining professionalism and accountability throughout the engagement.”
Operations Manager	“Their team understands the importance of reliable workforce deployment and responsive support. We have appreciated their practical approach and timely communication.”
Human Resources Lead	“Achievo Limited helped us streamline our recruitment process and improve documentation, making it easier to manage compliance and onboarding requirements.”

Business Owner	“We value Achievo Limited for their execution mindset. They listened to our needs, proposed workable solutions, and followed through on delivery.”
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12. Representative Engagements

Achievo Limited can support a wide range of client assignments, including urgent workforce mobilization, compliance improvement projects, recruitment process outsourcing, loss control reviews, and workforce supervision support. The following representative engagements illustrate how the company’s capabilities may be applied.

- **Bulk Recruitment Support:** Mobilizing screened candidates for operational roles within defined timelines.
- **Compliance Review:** Assessing workforce documentation and recommending improvements to reduce exposure.
- **Loss Control Assignment:** Reviewing operational processes, identifying risk areas, and supporting corrective actions.
- **Outsourced Workforce Management:** Providing ongoing staffing, monitoring, reporting, and client support.
- **Training and Onboarding:** Supporting new employee orientation, workplace expectations, and compliance awareness.

13. Risk Management Framework

Achievo Limited’s risk management approach is built around prevention, documentation, monitoring, escalation, and corrective action. The company helps clients identify potential workforce and operational risks early, develop practical controls, and maintain accountability throughout the engagement.

- Pre-engagement risk assessment
- Candidate verification and compliance checks
- Clear role descriptions and reporting lines
- Incident reporting and escalation
- Performance monitoring and corrective actions
- Regular client review meetings

14. Corporate Social Responsibility

Achievo Limited's work contributes to employment creation, skills development, and improved workplace readiness. Through recruitment, training, and workforce support, the company plays a role in connecting people to opportunities and helping organizations build more productive teams.

15. Why Choose Achievo Limited

Organizations choose Achievo Limited because the company combines recruitment capability, compliance awareness, operational discipline, and a strong execution culture. The company is positioned to help clients reduce administrative burden, improve workforce reliability, enhance compliance, and achieve better operational outcomes.

- Practical, results-oriented workforce solutions
- Strong attention to compliance and documentation
- Flexible service models for different client needs
- Responsive support and clear communication
- Ability to support recruitment, deployment, monitoring, and risk management

16. Conclusion

Achievo Limited is a reliable partner for organizations seeking integrated human resources, staffing, compliance, risk management, and business support services. By combining practical execution, structured processes, and a client-focused mindset, the company helps organizations strengthen their workforce, improve compliance, and manage operational risk more effectively.

With its commitment to making things happen, Achievo Limited is well positioned to support clients that require dependable people, reliable systems, and practical solutions for sustainable growth.

17. Contact Information

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