

Introduction



Fazilat is an Afghan Canadian owned company, offering consultancy services. A well established company founded by key leaders in the industry. The word "Fazilat" means "Excellence", which is engrained in our core values throughout our organization and externally to our customers. We have the capability and work in any part of Afghanistan. Fazilat has gained valuable experience working within a variety of organizations including the Government, UN agencies, NGO's, donor agencies, private companies, and international firms.

The last two decades of war and conflict has inflicted severe damages to Afghanistan on economic, community, social, political, human assets and has left the country in ruins.

The formation of the new government of Afghanistan is providing a new foundation and national development framework for recovery. With such a low base for recovery, Fazilat was formed to help Afghanistan take the leap towards rapid development.

Since establishment in 2006, the company has recognized the high demands in training and capacity building, human resources, business development services throughout Afghanistan. Fazilat has been working and trained to build the capacity of the Government, Civil Society and Private Sector. We provide training services in a variety of key areas and industries. In addition, we have worked with many organizations to develop their human resources capacity by providing staffing solutions, designing long term training programs, marketing other business development solutions and consultancy services through providing unique and customized solutions tailored to our customer's needs which

provide us the cutting edge in professional services.

What makes Fazilat unique is the dedicated team we have set up to take on projects and deliver on what we promise. With us is a team of dedicated professional consultants as well as an in-house team who are highly trained to meet the needs of contemporary businesses. Whether you are in the government, private sector, non government organizations, small or medium enterprises or multinational firm – Fazilat

"Makes You Grow"!



Makes You Grow!!

Mission

"Fazilat is an excellent company, helping individuals and organizations to reach excellence."

Fazilat provides its services to individuals and organizations to develop them and make them reach a higher level in their career or organizational growth. Fazilat helps with training people, providing jobs, information and knowledge; give them advice to make people grow.

Values

- ❖ Excellence
- ❖ Trust
- ❖ Innovation
- ❖ Growth
- ❖ Employees' Development
- ❖ Synergy

How we do it?

- ❖ Stay loyal to our mission, vision, & values
- ❖ Vast network and resources
- ❖ Commitment towards infinite learning
- ❖ Reaching for Excellence
- ❖ Work with those who are working towards excellence as a philosophy
- ❖ Build relationships with those who are committed to the development of people
- ❖ Develop our services and resources internally and externally

Vision

Fazilat has started a unfinished journey towards excellence. We are committed to stay as the leading consultancy company in Afghanistan.

Projects Implemented

Fazilat Consulting Group has implemented very dynamic programs for the GoA. The projects comprised of several donor agencies including DFID and UNDP for conducting a series of training programs. The training programs were designed based on assessments for specified audiences from across the government including Office of the President, Ministry of Foreign Affairs, Ministry of Women Affairs, Office of Administrative Affairs among other governmental units throughout Afghanistan. Training programs were conducted in Leadership, Governance, Policy Process, Management, Ethics and Values, Human Resource Management, Time Management, Meeting Management and other soft skills trainings. The company has the capability to deliver trainings in Dari, Pashto as well as English. Fazilat has worked with USAID programs as well as other donor organizations. Here, the focus was more on unique ways of exploiting economic growth through private sector development initiatives and

Projects Implemented

Entrepreneurship. These comprised of market research for business development activities, building institutional capacity while focusing on developing key skills of entrepreneurs to run successful profitable organizations.

In addition, Fazilat has been actively working on the development of various associations. Through certified association development professionals, the company is working closely with various associations to develop their leadership capabilities and membership benefit programs

The company also provided HR recruitment services to many organizations. A database consisting of over hundreds of individuals is developed and we can tap into many resources within an instant.

Fazilat has provided business plans, market research, company profiles and branding, website development, corporate events, marketing campaigns, communications, and other services throughout Afghanistan.



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Our Services

Training and Capacity Building

Today both individuals and organizations have become aware of the value that training adds to your organizations. Choosing the right company to provide suitable training is vital! Fazilat has trained hundreds of individuals to date, and continues to roll out more training services and programs.

Understanding the value of training and the need of capacity building in Afghanistan, Fazilat has ensured to bring world class standards to deliver effective training programs.

Our training programs can be designed for basic, intermediate, and advanced levels depending on the analysis and assessments of the trainees and defined objectives. Trainings are customized according to your needs; both regarding the schedule, course material and language.

Fazilat training Programs:

- ❖ **Business Edge Trainings**
- World Bank/IFC Partnership
- ❖ **TAWAN Programs**
- Out of Shelf Trainings
- ❖ **TAALIM Programs**
- Customized Trainings
- ❖ **Tajiran-e-Jawan**
- Trainings for Young Entrepreneurs
- ❖ **On the Job Trainings**

Business Edge/IFC Program

A world class training system, Business Edge provides a series of trainings tailored to SMEs. Backed by IFC, Fazilat is the successful partner in Afghanistan with certified trainers and localized content. Trainings are available in the following areas:

- ❖ **Marketing**
- ❖ **HRM**
- ❖ **Finance and Accounting**
- ❖ **General Operations**
- ❖ **Personal Productivity Skills**



TAALIM is Offering:

- ❖ **Human Resource Management (HRM)**
- ❖ **Business Communications**
- ❖ **Leadership**
- ❖ **Modern Management**
- ❖ **Entrepreneurship**
- ❖ **Sales and Marketing**
- ❖ **Customer Service**
- ❖ **Resume Writing**
- ❖ **Ethics and Trust at Work**
- ❖ **Time Management**
- ❖ **Public Speaking**
- ❖ **Presentation Skills**
- ❖ **Supervisory Program**
- ❖ **Personal Development**
- ❖ **Office Management**
- ❖ **Governance**
- ❖ **Policy Process**
- ❖ **Report Writing**
- ❖ **Training for Trainers**
- ❖ **Organizational Behavior**
- ❖ **Event Management**
- ❖ **Globalization**
- ❖ **Retail Management**
- ❖ **Time Management**
- ❖ **Office Management**
- ❖ **Association Management and Coaching**
- ❖ **Personal Coaching**

Makes You Grow!!

Our Services

Human Resource Services

Fazilat fills the gap between the labor force who is striving to find the right career opportunity according to their skills and competencies; and match them with organizations who share the same values. While providing an atmosphere in which everyone will contribute towards mutual goals of Excellence.

Fazilat – *Makes You Grow!*



HR Solutions Available:

- ❖ Recruitment Solutions
- ❖ Internship Program
- ❖ HRM Consultancy
- ❖ HRMIS Software Systems
- ❖ Volunteer Program
- ❖ Complete End-to-End HRM Services
- ❖ Examination & Testing

Survey and Research

Fazilat has experienced staff and capability to implement various survey and research all over Afghanistan. We provide both qualitative and quantitative surveys.

We provide following surveys:

- ❖ Market Research
- ❖ Socio-Economical Survey
- ❖ Data Acquisition
- ❖ Public Opinion
- ❖ Customer Satisfaction
- ❖ Product Testing
- ❖ Benchmark Studies
- ❖ Political Poling



Business Development & Consultancy Services

Fazilat Business Development Services branches into several areas. The pillars which support the Business Development Services are comprised of several services offered.

- ❖ Business Management Consultancy
- ❖ Business Plan Writing
- ❖ Market Research
- ❖ Translation Services
- ❖ Event Management
- ❖ Sales and Marketing
- ❖ Finance and Audit



Makes You Grow!!

Management Team

Mr. Edriss Raha – President and CEO

Vast experience and focused studies in leadership, human relations, psychology of success, psychology of learning, modern management, entrepreneurship and world history. Edriss has worked over 15 years with passion and enthusiasm as an entrepreneur, business manager, founder of educational institutes, marketing and sales manager, personal development coach, teacher and talented trainer.

Ms. Touba Alam – CMO

Over 10 years of professional experience in developing and growing organizations within sales and marketing activities. Development of processes, product portfolios, corporate branding and marketing strategy, project management while working directly with national and international organizations. Ms. Alam has a BA in marketing and also Project Management from Toronto, Canada. She is also fluent in Dari and Pashto as well as English.

Mr. Zachary Warren, M. Div Program Advisor

Zach holds a Masters degree from Harvard University. As a program developer he has been involved in the young entrepreneurs, Tajiran-e-Jawan (TJ) program. Mr. Warren is one of the key leaders of the company with a strong focus on business development, project and program management activities.

Mr. Rick Steel, M.Edu. Capacity Development Advisor

Mr. Steel holds a Masters in Adult Education from Canada. Mr. Steel brings with him over 30 years of experience in training and adult education specializing in public sector reform and capacity building in more than 15 developing countries including Afghanistan. Rick has a wealth of experience in the design, development, and production of learning resources. Mr. Rick is an integral part of the Fazilat training department and support Fazilat's training programs.

Ms. Suraya Asad, B.HRM HRM Consultant

Mrs. Asad is our expert in HR, Training and Development, Administration and Management. Suraya holds Bachelors in Human Resources Management from York University in Toronto Canada. She is diligent and hard working bringing over 5 years of experience to the core team.

Ms. Shaqaiq Noorzai – Research Assistant / Trainer

Ms. Noorzai is one of the key members of the Fazilat team. She is a graduate from the American University of Bishkek in Kyrgyzstan of International Comparative Politics. Ms. Noorzai is an experienced trainer and advisor and has conducted various workshops working with UN agencies, and private sector firms. She has joined Fazilat in June 2008 and is one the most active member of our training and research team.