Gave AGENCY

CORPORATE PRESENTATION

Specialist Firm in Human Resources

“Trusting us means choosing to breathe easy, free of worry!”



10 AREAS OF EXPERTISE, ONE SINGLE PARTNER

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“Trusting us means choosing to breathe easy, free of worry!”

Our everyday commitment

ABOUT US

Who we are

GAVE Agency is a limited liability company (SARL) incorporated under Ivorian law in 2023. It was born from the synergy of African professionals driven by the ambition to deliver distinctive, innovative solutions across three core pillars: Human Resources Management, Accounting and Business IT.

Our name, “Gave”, is taken from the past tense of the English verb “to give”. Our purpose is therefore to give every organization, whatever its size or challenges, tailored, reliable, viable and sustainable solutions.

Multidisciplinary

Tailor-made

Compliant & secure

Who we serve

- SMEs & large corporations
- Freelancers & consultants
- Growing start-ups
- Non-profit organizations

A multidisciplinary team attentive to your needs



OUR PURPOSE

Mission & Vision

Our mission

To support businesses and talent in creating lasting value by delivering customized solutions in recruitment, workforce management, Employer of Record (EOR) services, payroll, training, and legal and accounting support. We are committed to optimizing our clients' social and economic performance while unlocking human potential.

Our vision

To become the go-to strategic partner for businesses and entrepreneurs in Côte d'Ivoire and across West Africa, offering innovative, tailor-made Human Resources solutions that drive performance, compliance and the sustainable growth of organizations.

"Trusting us means choosing to breathe easy, free of worry!"

OUR CULTURE

Our values



Professionalism

We uphold the highest standards of excellence, rigor and ethics in every assignment, whether in recruitment, payroll or legal support.



Client Proximity

A personal, people-centered relationship with our clients and talent lies at the heart of our approach. We believe in active listening.



Performance

We are committed to delivering tangible, measurable results, whether in workforce management, training or outsourced services.



Versatility

Drawing on our multi-service expertise (HR, payroll, legal, accounting, etc.), we provide comprehensive solutions tailored to every need.



Sustainability

We build lasting partnerships founded on trust, transparency and the long-term growth of our clients and consultants alike.



Responsiveness

We respond to client requests swiftly and with agility, within controlled turnaround times.

OVERVIEW

Our areas of expertise

01

Recruitment

Sourcing, assessment and onboarding of top talent.

02

Workforce Management

Provision and management of qualified staff.

03

Employer of Record (EOR)

The security of employment, the freedom of independence.

04

Payroll Outsourcing

Secure payslips and social security filings.

05

HR Support & Advisory

Strategic guidance on all HR matters.

06

Accounting & Legal Support

Accounting compliance and legal protection.

07

Training

Training programs tailored to the development of your teams.

08

Immigration

Residence cards, work permits, Meet & Greet and related formalities.

09

IT Solutions

Selection and deployment of digital tools for your HR and management processes.

10

Graphic Design & Web Solutions

Graphic design and web solutions that enhance your brand image.

EXPERTISE 01

Recruitment

15 steps, from client briefing to post-placement follow-up.



RECRUITMENT WHEEL

Gave AGENCY

Our recruitment process

The GAVE Agency recruitment wheel, from client briefing to post-onboarding follow-up.

01 Client briefing & job description
02 Signed recruitment agreement
03 Job posting
04 Candidate sourcing
05 Pre-screening interview
06 Technical or psychometric testing
07 Interview report
08 Shortlist submission
09 Client interview
10 Interview debriefing
11 Selection of the successful candidate
12 Offer of employment
13 Invoicing upon start date
14 Full recruitment report
15 3-month follow-up

EXPERTISE 02

Workforce Management

A qualified, flexible workforce, available at the pace of your business.

What we deliver

Acting as employer

GAVE Agency acts as the employer: local and expatriate contracts, from signing through to termination.

Payroll & statutory obligations

Payment of salaries and leave, with tax and social security contributions remitted to the authorities (tax, CNPS, CNAM).

Social security & insurance

Health, occupational injury and civil liability coverage for every assigned worker.

Onboarding & HR monitoring

A complete onboarding process and ongoing HR monitoring to secure the employment relationship.

EXPERTISE 03

Employer of Record (EOR)

Professional independence, with the security and benefits of employee status.

Gave AGENCY

What we deliver

Employee status through EOR

Full social protection (health, pension, income protection, occupational injury) for the Worker / Consultant employed through our EOR.

A broad range of beneficiaries

GAVE's EOR service is not limited to consultants: it also covers local and expatriate workers, for clients with or without a legal entity in Côte d'Ivoire.

A seamless management cycle

Worker / Consultant invoice issued before the 22nd, fees paid on the 25th of the month, contributions remitted to the DGI (tax authority).

Streamlined administration

Invoice template provided, with no medical examination or social security filing required — simplified administrative handling.

Simplicity and peace of mind

A Certificate of Satisfactory Performance is issued at the end of the assignment; the Worker / Consultant can focus on their core business.

EXPERTISE 04

Payroll Outsourcing

Reliable, compliant and up-to-date payroll, without tying up your internal resources.

Gave AGENCY

What we deliver

Payroll calendar & data collection

Preparation of the payroll calendar and rigorous collection of variable pay data for each cycle.

Secure delivery

Payslips, payroll register, payroll journals, contribution statements and transfer orders delivered securely.

Social security & tax filings

Monthly and annual filings with the relevant authorities, in full compliance.

Reporting & archiving

Payroll summary and full report provided for archiving and traceability.

A DIGITAL EXTRA

Online salary simulator



Net ↔ Gross, in just seconds

100% FREE

A tool designed to make life easier for our clients and their teams: independently estimate an employee's net or gross salary online.

Try the simulator →

gaveagency.com/simulateur_salaire



100% free

No fees or commitment — open access for everyone.



Available online

From our website, at any time, no appointment needed.



Instant results

A reliable net or gross salary estimate in just seconds.

EXPERTISE 05

HR Support & Advisory

Strategic and operational support to build a high-performing HR policy.

What we deliver

Strategic support & HR audit

Advice on organizing, structuring and managing your HR function, up to a full HR audit.

Industrial relations & labor law

Support with procedures, social dialogue, employee representative bodies and dispute management.

Tailor-made HR policies

Compensation, retention, training, and strategic workforce and career planning.

Immigration

Residence cards, work permits, Meet & Greet and other immigration-related formalities.

Dedicated on-hand support

A dedicated contact available to answer day-to-day HR questions, including health & safety.

EXPERTISE 06

Accounting & Legal Support

Safeguarding your company's accounting and legal affairs, in full compliance.

Gave AGENCY

What we deliver

Bookkeeping & accounting audit

Bookkeeping entries, year-end financial statements (tax return package, DISA) and financial & social audits.

Legal advice & monitoring

Business and employment law, with ongoing legal and tax monitoring tailored to your activity.

Contract drafting & review

Administrative drafting and securing of commercial, employment and partnership contracts.

Administrative formalities

Support with regulatory formalities and dealings with public authorities.

OUR APPROACH

Our methodology

1

Listening & assessment

In-depth analysis of your needs, your context and your HR challenges.

2

Tailored proposal

A customized, fully costed solution aligned with your strategic objectives.

3

Implementation

Operational roll-out of the solution, with a dedicated point of contact.

4

Monitoring & improvement

Ongoing management, regular reporting and adjustments over time.

A single point of contact supports you at every stage, from our first meeting to long-term follow-up.

OUR TEAM



Sylvia KOUASSI

MANAGING DIRECTOR

She leads a multidisciplinary team dedicated to meeting all your HR, accounting and legal needs.

Gave AGENCY

Our practice areas

An organization designed to cover all your needs under a single point of coordination.

- **Recruitment**
- **HR**
- **Payroll**
- **Training**
- **Accounting**
- **Legal**
- **IT**

OUR STRENGTHS

Why choose GAVE Agency

Multidisciplinary expertise

HR, payroll, legal and accounting services, all under one roof.

People-focused support

Personalized follow-up, attuned to the realities of each client.

Responsiveness

High availability and a rapid response to urgent needs.

Guaranteed compliance

Constant regulatory monitoring to safeguard your HR processes.

Confidentiality

Rigorous, discreet handling of all your sensitive data.

Gave AGENCY

"Breathe easy"

That is the promise we make to every company and every professional who entrusts us with their HR management.



OUR CLIENTS

Who we serve



Small & medium businesses

Comprehensive HR support, without the cost of a dedicated in-house department.



Large corporations

Expert reinforcement for one-off or recurring assignments.



Freelancers & consultants

Our EOR solution lets you work with complete freedom and security.



Start-ups & non-profits

Support tailored to growing organizations.

THEY TRUST US

Our client references

Our clients operate across a wide range of sectors — hospitality, construction and public works, real estate development, luxury concierge services, events and industry — and trust us to manage their human capital.

HIAM Hotel

KAMEF Agency

ITERMI Group

WADI Côte d'Ivoire

COCITAM

Nhood Côte d'Ivoire SA

MAD MAD Productions

Taimako Partners

DEMCA Services Plus

DIMCO Services

Thank you for your trust

“Trusting us means choosing to breathe easy, free of worry!”

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