



SHAWA ADVISORY & MANAGEMENT SERVICES

Empowering Progress, Powered by People with Trusted Expertise.

COMPANY PROFILE



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Meanwood Ndeke Phase I,
Lusaka, Zambia

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Shawa Advisory & Management Services (SAM Services)

Tagline: Empowering Progress, Powered by People with Trusted Expertise.

Shawa Advisory and Management Services (SAM Services) exists to empower progress through trusted expertise in human resource management, tax advisory, immigration solutions, and evidence-based research.

We are a multidisciplinary firm committed to delivering tailored, innovative, and compliant strategies that foster sustainable growth and operational excellence.





Company Overview

SAM Services is a Zambian-based advisory and management firm driven by the belief that people are the most powerful drivers of progress. We partner with businesses, institutions, and individuals to unlock their potential through customized solutions grounded in deep industry knowledge and data-informed insights.

Whether you're scaling your workforce, optimizing your tax strategy, navigating immigration procedures, or seeking research support, our team brings a human-centered, results-oriented approach to every engagement.

With a growing footprint and a reputation for reliability, SAM Services stands out for its commitment to integrity, agility, collaboration, and lasting impact.

Our Vision

To be the leading multidisciplinary advisory and management firm that empowers organisations and individuals to thrive globally through expert guidance in human resources, tax strategy, immigration solutions, and evidence-based research.

Our Mission

Our mission is to deliver integrated, expert-driven advisory and management services across HR consultancy, tax advisory, immigration solutions, and research & development. We aim to build long-term partnerships by offering tailored, compliant, and innovative strategies that drive growth, efficiency, and operational excellence. Guided by a commitment to integrity, client-focus, agility, and data-informed decision-making, we empower businesses and individuals to thrive in a complex and evolving global environment.



Core Values

At the heart of everything we do is our commitment to **CIRCLE**, our foundational values that guide every interaction and decision.

C

Client-Centricity

We prioritize our clients' unique goals, delivering tailored solutions with measurable impact.

I

Integrity

We uphold honesty, transparency, and the highest ethical standards in everything we do.

R

Responsibility

We are committed to doing what is right—ensuring legal compliance, ethical conduct, and full accountability.

C

Collaboration

We believe in partnership—working hand-in-hand with clients and across disciplines to co-create value.

L

Learning & Innovation

We embrace continuous improvement, leveraging research and forward-thinking to stay ahead.

E

Excellence

We strive for excellence by consistently delivering high-quality, results-driven solutions.

*Living the CIRCLE values means creating a culture of trust, performance, and purpose.
These values define who we are and how we serve.*

Our Services

1. Human Resource Management

Talent Management

- Recruitment and onboarding
- Performance management
- Leadership development
- Workforce planning and succession planning

Employee Relations

- Conflict resolution and mediation
- Employee engagement and inclusion programs
- Employee wellbeing initiatives



HR Compliance and Risk Management

- Legal compliance audits
- HR policies development and implementation
- Training on HR best practices
- Workplace investigations and compliance reviews



Compensation & Benefits

- Salary and benefits surveys
- HR benchmarking and rewards strategy
- Compliance with labour laws

HR Technology and Analytics

- Implementation of HR Information Systems (HRIS)
- Workforce data analytics for decision-making
- Workforce management solutions



Our Services....cont'd

2. Tax Advisory

Tax Preparation

- Preparation and filing of individual and business tax returns
- Accurate documentation and compliance with deadlines

Tax Planning

- Development of customized tax optimization strategies
- Assessment of deductions, credits, and investments

Business Taxation

- Structuring operations and transactions for tax efficiency

3. Immigration Services

Permit Applications & VISA Processing

- Employment permit applications and renewals
- Temporary employment permits

Audit and Reviews

- Immigration authority audit support
- Periodic reviews and compliance assessments

Consulting

- Guidance on Zambian immigration laws and permit processes
- Strategic immigration advisory

4. Research & Development

We conduct evidence-based research across sectors to guide impactful strategies and programs:

- Agriculture & Agribusiness
- Rural Development and Finance Programs
- Environment and Climate Change
- Women and Youth Empowerment
- Financial Inclusion and SME Development

Form V
Business Registration No. **320251044127**
Serial No. **1397705**



SCAN TO VIEW
YOUR REGISTRATION DETAILS



Republic Of Zambia

THE REGISTRATION OF BUSINESS NAMES ACT

(Act No. 16 of 2011 of the Laws of Zambia)

CERTIFICATE OF REGISTRATION

I HEREBY CERTIFY that: **SHAWA ADVISORY AND MANAGEMENT SERVICES** this **6th** day of **May 2025** have (has) been duly registered pursuant to and in accordance with the provisions of the Registration of Business Names Act, and the Regulation made there under, and have (has) been entered under the Number **320251044127** in the index of Registration.

Given under my hand at Lusaka, Zambia, this **6th** day of **May 2025**



Alice Daka Mwanza

Deputy Registrar of Business Names

Thank You

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