



Diana Bomboko

HR & INSTITUTIONAL PEOPLE MANAGEMENT CONSULTANT

People. Process. Performance. | Brussels, Belgium · Kinshasa, DRC (Business)

- ▶ dianabomboko@outlook.com
- ▶ [linkedin.com/in/diana-bomboko-98a3a7a4](https://www.linkedin.com/in/diana-bomboko-98a3a7a4)
- ▶ Diana Bomboko Consulting — Est. July 2026

CORE SKILLS

HR Strategy Policy Design
Recruitment
Performance Mgmt
Payroll Admin HRIS
Change Mgmt L&D
Compliance Expat Admin
Org Development
Diplomatic Privileges

LANGUAGES

French Native
English Expert
Lingala Native

HRIS & TOOLS

BambooHR Workday SAP HR
PeopleSoft Securex
MS Office Suite AtineHR™

CERTIFICATIONS

HR Management Excellence
CIPD Affiliate
Health Programme Admin
USAID/Washington
Professional Dev Portfolio
World Bank Group
Project & Time Management
Vodacom DRC Training

CONTACT

✉ dianabomboko@outlook.com
▶ Brussels, Belgium
▶ Kinshasa, DRC (Business)
in [LinkedIn Profile](#)

EDUCATION

Executive Master HRM
In Progress
ICHEC Brussels Management School
2022 — Present
Master — Labour Sciences
2018
Université Libre de Bruxelles (ULB)
Certificate, Office Admin & Technology 2003
Algonquin College, Ottawa
BSc Political Science (Int'l Relations) 2000
Concordia University, Montréal

PROFILE

HR & Institutional People Management Consultant with 20+ years of progressive experience across international organisations, NGOs, multinationals, and diplomatic institutions. Bilingual (French/English) with native Lingala and deep expertise in the DRC and ACP institutional environment. Founder of Diana Bomboko Consulting (Brussels/Kinshasa, 2026), specialising in HR strategy, organisational development, HRIS digitalisation, and institutional people management.

PROFESSIONAL EXPERIENCE

BRUSSELS — EUROPEAN PHASE

Founder & Principal HR Consultant Jul 2026 – Present
Diana Bomboko Consulting · Brussels, Belgium / Kinshasa, DRC

- Independent HR advisory practice — institutional people management, HR strategy, and organisational development for international organisations, NGOs and governments.
- Dedicated focus on Republic of Congo and broader ACP region; HRIS digitalisation consulting and bilingual HR documentation.

HR Officer (Chargée des Ressources Humaines) Jul 2018 – Jul 2026
OACPS — Organisation of African, Caribbean and Pacific States · Brussels

- Led full HR operations: employee lifecycle management, international recruitment, performance reviews (KPI monitoring) and policy implementation.
- Managed expatriate administration — visas, residence permits, diplomatic identity cards — in coordination with Belgian authorities.
- Administered diplomatic privileges and immunities; coordinated health insurance and pension benefits; maintained BambooHR HRIS integrity.
- Strategic HR advisory to senior management; led restructuring initiatives and budget planning for staff development.

HR & Administrative Assistant Mar – Jun 2018
UEAPME — European Association of Craft, SMEs · Brussels

HR Advisor & PA to VP Vaccines Oct 2015 – Oct 2016
GSK — GlaxoSmithKline · Brussels, Belgium

Admin & Project Assistant May 2014 – Oct 2015
YAMBI ASBL · Brussels, Belgium

HR & Admin Consultant Oct – Dec 2013
Search for Common Ground (SFCG) · Brussels

KINSHASA, DRC — FOUNDATION PHASE

Executive Assistant to Country Director Aug 2008 – Aug 2011
World Bank · Kinshasa, DRC

- Executive support to Country Director; high-level meeting coordination, mission travel, confidential correspondence and donor liaison.

Governance Consultant Aug 2008
EISA — Electoral Institute for Sustainable Democracy in Africa · Kinshasa

Assistant Coordinator, Biodiversity Jul 2007 – Aug 2008
GIZ — Deutsche Gesellschaft für Internationale Zusammenarbeit · Kinshasa

Executive Assistant to Commercial Director Nov 2004 – Jul 2007
Vodacom DRC · Kinshasa, DRC

Health Programme Assistant Apr – Oct 2004
USAID RDC · Kinshasa, DRC

