



Kadell Khalid

Secretary | HR Administrator

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Kadell's journey at Darwin Gray began in March 2024, driven by a desire to explore a new industry and grow professionally through collaboration with the Employment & HR team. With a background rooted in client relationship management, Kadell has consistently focused on building meaningful connections, generating ideas, and implementing improvements to enhance both service and client experiences.

Throughout his career, Kadell has worked with clients from a wide range of backgrounds, reinforcing his belief in the importance of adaptability, inclusivity, and emotional intelligence in the workplace. This experience naturally led to his growing passion for the people profession, as he developed a deeper understanding of how workplace culture shapes organisational success.

Known for his balanced perspective, empathetic, yet thoughtful and measured approach, Kadell values clear communication, trust, and continuous personal development. He's always open to new challenges that support growth and learning in both his professional and personal life.

Kadell's ambition at Darwin Gray is to continue developing his knowledge and experience within HR, with the long-term goal of becoming an HR Consultant. He is passionate about supporting employers with practical, people-focused advice and is excited to learn from and contribute to the firm's talented Employment & HR team. In the meantime, he enjoys his role behind the scenes, supporting colleagues and clients while building the skills and expertise needed for the next stage of his career.

Outside of work, Kadell enjoys traveling, photography, poetry, music, and spending time with friends. Most of all, he treasures time spent with his dog, especially during long walks on the beach or while discovering new places.

Expertise

- Administration
- HR Administration
- Employee Lifecycle Support
- Recruitment Support
- Onboarding & Induction
- Prospect Management
- Ongoing Client Service
- Event Planning
- Marketing & Client Communications
- Leadership & Training
- Facilities Management
- Website Maintenance

Career

Experience

- Secretary | HR Administrator – October 2025 - present
- Secretary | Administrator – March 2024 – October 2025
- Client Relationship Team Manager – August 2023 – March 2024
- Client Relationship Executive, September 2021 – March 2024

Education

- Chartered Institute of Personnel and Development