This study investigated the effect of human capital development on administrative effectiveness of non-academic staff in private universities. The study came into being as a result of lack of development observed among the non-academic staff which culminates in lack of effectiveness in carrying out their duties. The specific objectives of the study were to identify the human capital development programmes available for non-academic staff, determine their adequacy, as well analyze the factors that influence the implementation of human capital development programmes among the non-academic staff. Also, the relationship between human capital development and administrative effectiveness of non-academic staff was examined.

This study is descriptive and correlational in nature, and it adopted a stratified and random sampling method, using both descriptive and inferential statistical approach for analysis. Research question and hypothesis were formulated and tested through a sample size of two-hundred and ninety (290) non-academic staff in selected private universities in Osun State were drawn, out of which two-hundred and seventy seven (277) non-academic staff responded rightly to the questionnaire which was later used for the analysis.

The findings revealed that training (31%) was the most used development programmes in developing the non-academic staff. Policies (X=3.7509) being set in relation to development was the highest factor influencing implementation of human capital development among the non-academic staff and also subsequent factors were mostly from the part of the organization and less from the individual. It was also revealed that there is significant relationship (r =.514, P<0.01) between manpower development and organization development. Also, there exist a significant relationship (r=.400, P<0.01) between human capital development and administrative effectiveness of non-academic staff. Knowledge sharing was the most significant relative contributor of administrative effectiveness among the non-academic staff (β=0.262, t=4.378), as well as the most adequate of all the identified programmes (X=15.5596) while training does not have a significant relative contribution to administrative effectiveness of non-academic staff (β =-0.081, t=-1.320), as well as the least adequate of the human capital development programmes (X=13.8051). Thus, knowledge sharing was ascertained as the human capital development programme which can be used to develop the non-academic staff in order to improve their administrative effectiveness

The study concluded that developing non-academic staff through knowledge sharing, skill development and organization culture had improved their administrative effectiveness and in return helped the institution to achieve its overall goals and objectives.