

JOB DESCRIPTION

REFERENCE NUMBER: AP 986

JOB TITLE: Organisational Development Manager

LOCATION: Alice, Bisho and East London

KEY PERFORMANCE AREAS:

- Develop and implement a strategy and action plans for the organisational development and learning and development function.
- Assist with long term departmental strategic plans.
- Identify and interpret related legislation and its impact on the functions and ensure compliance.
- Develop and implement organisational development programmes and learning and development interventions.
- Develop and implement organisational development projects and initiatives.
- Implement talent management strategies and programs.
- Review job families and manage the job analysis process.
- Implement a succession strategy and resources for the organisation
- Implement the performance management process.
- Audit the performance management process and compile performance management reports.
- Develop and implement change management philosophy and guidelines.
- Promote a learning culture in the organisation.
- Authorize annual training budgets.
- Manage the leadership development program.
- Manage the psychometric assessment process.
- Develop, implement and manage the

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supervisory development program.

- Implement the values and behavioural framework for the organisation.
- Develop, implement and manage the management development program.

INHERENT CRITERIA:

Minimum Requirements:

- Master's qualification in Human Resources, Industrial and Organisational Psychology or similar.
- 8 years' experience of which 5 years should be at a management level.
- Registration with HPCSA will be an advantage.

Critical Competencies:

- HR Management.
- Customer Relations.

APPLICATION REQUIREMENTS:

- A letter of motivation.
- A comprehensive CV.
- An abridged CV.
- Names and contact details for at least 3 referees.
- Certified copies of matric and degree certificates and Identity Document.

To apply please forward your application quoting reference number **AP986** to Genevieve Michel c/o ufh6@talenting.co.za