

Advertisement

Senior Regional Manager: KZN & EC

The Wholesale and Retail Sector Education and Training Authority (W&RSETA) seeks to employ a **Senior Regional Manager: KZN & EC**, who will report directly to the **Chief Operating Officer** and be based at the KZN Provincial Office.

Grading: (Role Band: D5)

Salary: R1 339 439 – R1 486 569 (Total Cost to Company per annum)

The role of this position is to:

To ensure the successful, effective end-to-end implementation of the Operational, Strategic and Annual Performance plans as per DHET targets, NSDP and stakeholder needs and requirements for the Kwa-Zulu Natal (KZN) & Eastern Cape (EC) provinces.

Key Performance Areas will include but not limited to the following:

- Ensure effective and efficient end-to-end delivery and implementation of projects and programmes (learning programmes, bursary & placements, rural development, disability, SME, career guidance, special projects) in the KZN & EC region that will result in optimal W&RSETA performance
- Ensure the effective management, development, guidance, coaching, motivation, performance management and inspiration of the KZN & EC provincial teams ensuring performance against set individual, provincial and cluster targets
- Ensure optimal and effective stakeholder relationship management across the provinces and region to support delivery on the NSDP
- Ensure the effective and efficient conceptualization, implementation, execution, coordination and management of all projects and programmes in the KZN & EC region and on a provincial level
- Ensure adherence to W&RSETA policies, procedures, PFMA and relevant legislation
- Ensure effective and efficient contracting with stakeholders and the contract management of all contracts 'end-to-end', including the accurate capturing, maintenance, performance management and close-out on the system
- Continuously track, monitor and measure the provincial and regional results and performance against set standards and targets ('the number') in order to timeously implement viable solutions to maintain or exceed targets
- Provide formal, standard reporting and feedback ensuring accurate, up-to-date reflection of performance status for the region and provinces
- Ensure key inputs and support per province and cluster to inform the development of Operational SETA's Sector Skills Plan, Strategic, Annual Performance and Provincial Operational Plans to ensure delivery on sector needs and requirements, whilst ensuring compliance with legislation
- Ensure the effective utilization of research, up-to-date knowledge and intelligence to continuously support service delivery, programme and project implementation and improve KZN & EC performance
- Ensure a close working relationship between Operations, SPPE, Finance and Corporate Services to enable optimal SETA performance



- Ensure knowledge-sharing, documentation of information and a regional team that is informed and up-to-date with developments in the sector
- Support and enable a close working relationship between the different regions and provinces to ensure the continuous delivery on SETA's performance targets
- Ensure that the synergy between the different divisions is utilized to continuously support SETA's performance and delivery against set objectives
- Build, maintain and grow relationships across the region and KZN and EC provinces ensuring stakeholder needs are understood, appropriate time allocation per territory and opportunities are optimally exploited
- Ensure proper administration and projects financial management and reporting for the KZN and EC Region
- Ensure the effective management, control and effective utilization of the KZN and EC provincial budgets ensuring robust controls to mitigate against irregular, fruitless and wasteful expenditure
- Implement sound corporate Governance in all aspects of the KZN and EC operations ensuring the integrity of SETA operations
- Build a capable regional team in the form of skilled people, in all areas and with sound business processes in place
- Professional visible representation of the SETA, ensuring all behaviours and conduct are aligned with the SETA values
- Continuously provide feedback and communication to ensure all stakeholders are informed
- Maintain professional and technical knowledge ensuring benchmarking against state-of-the-art practices and regional team that is informed of new developments and initiatives
- Ensure effective, professional communication and dialogue with all Stakeholders, and also between Management, Staff and external Stakeholders
- Continually build a robust appetite towards change and improvement, so that people can adapt quickly to necessary reinvention and the changing SETA Landscape
- Effectively plan, coordinate, manage and execute ad hoc projects

Minimum Qualifications and Experience

- Bachelor's Degree in Public Management / Administration or equivalent (NQF 7)
- A postgraduate degree will be an added advantage (NQF 8)
- Certificate in Project Management will be an added advantage
- 7 years' experience in a senior management position with exposure to various functions in the SETA environment
- Sound knowledge and understanding of the Wholesale and Retail sector, legislation and policies and procedures
- Proven track record in driving execution and optimizing performance
- Knowledge, understanding and appreciation of regulatory and legislative framework within the SETA landscape

Instructions to applicants

- All applications must be accompanied by certified copies of the ID and all educational qualifications and they should not be older than 6 months.
- Applications received after the closing date, will not be considered.
- The Wholesale and Retail SETA reserves the right not to make appointment(s) to the advertised post(s).
- The organisation will give preference to candidates in line with the Employment Equity goals.

NB: Please include the name of the Post & Province on the subject line on the application.

Only applicants who meet the minimum requirements of this position should apply, by forwarding their CVs for attention: Libokanyo Khumalo (Senior Manager: HR) at careers@wrseta.org.za. The closing date for applications is: **17 June 2022**



higher education
& training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA