



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION

<u>APPLICATIONS</u>	:	For Centre: King William's Town, Port Elizabeth, East London, Cradock, Mthatha , please forward your applications quoting the relevant reference number to: Private bag X 7485, King Williams Town, 5600 or hand deliver at the 2 Hargreaves Avenue, King William's Town. For attention: Mr MK. Noah
<u>CLOSING DATE</u>	:	01 July 2016 Time: 16H00
<u>POST</u>	:	<u>ASSISTANT DIRECTOR: PMDS. REF: 010716/10</u>
<u>SALARY</u>	:	R311 784.00 Per Annum (level 9)
<u>CENTRE</u>	:	King William's Town
<u>REQUIREMENTS</u>	:	Degree or National Diploma in Human Resources Management. Three (3) to five (5) years experience in a Human Resources Development Environment in Junior Management. A valid driver's licence. Knowledge of SAQA, NQF and the Skills Development Act..
<u>DUTIES</u>	:	Manage bursary administration. Ensure training administration (short courses, seminars and other special programmes) is done. Participate in the development, implementation and monitoring of Talent Management Policies. Identify training needs and the drawing up of a training plan for regional employees. Compile a Workplace Skills Plan for the region. Facilitate and present courses and /or information. Evaluate the impact of training on employees. Facilitate employee development. Give career development advice to individuals and line management. Design and implement talent management special programmes, such as internships, ABET and experiential learning. Advise the line function on Talent Management Policies and activities. Market bursaries in the region. Attend meetings pertaining to Talent Management.
<u>ENQUIRIES</u>	:	Ms T. Solwandle, tel. (043) 604 5476