

DIVISIONAL MANAGER – IMPLEMENTING AGENT: E2

(R106 114.00 Per Month)

ORGANISATIONAL STRATEGY, PERFORMANCE & EFFICIENCY: IMPLEMENTING AGENT DIVISION

ITHALA TRADE CENTRE

REFERENCE NUMBER: LJ23111

Reporting to the Executive: Organisational Strategy, Performance & Efficiency, the Divisional Manager – Implementing Agent will source, plan and implement development projects and programs in the province of KwaZulu-Natal on behalf of IDFC and to oversee the design, development and management of the development projects and programs. To contribute and increase the revenue generation.

The Divisional Manager – Implementing Agent will:

- Develop and lead implementation of the business unit's strategic and operational plans, policies, and procedures.
- Drive revenue through acquisition of new development projects and programs
- Lead and direct effective project and programme management including scope, resources, time costs, risk quality and compliance.
- Lead and facilitate project costing and cost control methodologies and procures to ensure that the project is completed within time and budget.
- Ensure adequate funding of the project through engaging relevant stakeholders.
- Engage relevant stakeholders during project establishment phase and required.
- Ensure financial sustainability and viability of the business unit.
- Ensure divisional spending is in line with relevant legislation and adherence to procurement policies and procedures.
- Monitor performance of implementing unit as a whole and project team against planned activities projects.
- Report project status, progress to the IDFC EXCO, Steering Committee and other relevant stakeholders.
- Conduct employee performance reviews and assessment.
- Build and create strategic partnerships with all key stakeholders for IDFC.
- Manage Human Capital.

The following minimum requirements should be met in order to be considered:

Qualifications:

- Postgraduate Diploma in Business Management or related field, NQF Level 8.
- Degree/Diploma in Project Management.

Experience:

- 5-8 years working experience with business administration, projects and programs management, of which 3 years should be at a senior management/strategic level.
- Proven track record of managing projects and programs involving multi-stakeholders.
- Comprehensive understanding knowledge of the KZN government spheres.

Requisite Functional Competencies:

- Computer Literacy (MS Office).
- Knowledge and experience in financial planning and forecasting.

- Knowledge and understanding of Public Financial Management Act.
- Knowledge of corporate government principles.
- Knowledge of risk management concepts, frameworks and methodology.
- Excellent understanding of business operations and procedures.
- Strong research and analytical abilities.

All Short-listed applicants will be subjected to assessments, references, and credit checks.

**ITHALA EMBRACES THE PRINCIPLES OF THE EMPLOYMENT EQUITY ACT
PREFERENCE WILL BE GIVEN TO PEOPLE WITH DISABILITIES.**

CLOSING DATE: 18 May 2023

INTERESTED APPLICANTS MUST FORWARD A DETAILED CV; CERTIFIED COPIES OF QUALIFICATIONS AND ID DOCUMENT BY E-MAIL TO HR_recruitment9@ithala.co.za KINDLY ALSO INCLUDE A MOTIVATION OF HOW YOU MEET EACH OF THE ENTRY REQUIREMENTS LISTED ABOVE AND QUOTE THE REFERENCE NUMBER FOR THE POSITION.

PLEASE NOTE:

- LATE APPLICATIONS AND APPLICATIONS WITH NO REFERENCE NUMBER WILL NOT BE CONSIDERED.
- E-MAIL USERS ARE REQUESTED TO SET THE DELIVERY OPTION ON BOTH "RETURN RECEIPT" AND "CONFIRM DELIVERY".
- CORRESPONDENCE WILL BE LIMITED TO SHORT-LISTED CANDIDATES. ALL SHORT-LISTED APPLICANTS WILL BE SUBJECT TO ASSESSMENTS, REFERENCE, AND CREDIT CHECKS. IF YOU HAVE NOT BEEN CONTACTED WITHIN 1 MONTH OF CLOSING DATE OF THE ADVERTISEMENT, PLEASE ACCEPT THAT YOUR APPLICATION HAS BEEN UNSUCCESSFUL.