

## **SENIOR HUMAN RESOURCES BUSINESS PARTNER – D2**

### **HUMAN CAPITAL MANAGEMENT**

#### **ITHALA TRADE CENTRE**

**REFERENCE NUMBER: LJ23105**

**Reporting to the Divisional Manager: Human Capital Management, the Senior Human Resources Business Partner will provide strategic and operational Human Resources support and advice to the supported Business Units by being instrumental in facilitating and implementing agreed deliverables with business units which are aligned to Group Human Capital Management and Business Units Strategies in order to ensure attraction, development and retention of IDFC talent.**

#### **The Senior Human Resources Business Partner will:**

- Provide trusted advisor services on all HR Matters to the Business Units
- Talent Acquisition by sourcing candidates for vacant position
- Develop and implement a HR Sourcing Plan
- Ensuring that legislative and HR policy are adhered too.
- Implementing on boarding and placement
- Implement performance and talent management for all Business Units supported.
- Development of retention plans and implementation.
- Facilitating Learning and Organisation Development for supported Business Units.
- Provide Business Units Perspectives and inputs in the development and implementation of IDFC Employment Equity and Skills Development Plans.
- Provide sound employee relations advise to Business Units
- Facilitate employee wellness initiating in support of Business Units.
- Provide support services to the Employer at CCMA, Negotiations Forums and Local Labour Forums.

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

##### **Qualifications:**

- Degree in Human Sciences and Postgraduate Degree in Human Sciences is preferred.
- Senior Business Partner Certificate
- Registration with Professional Board for People Practice (SABPP) at Chartered Level is preferred.

##### **Experience:**

- Minimum of 5 – 7 years' experience as HR Generalist at senior level
- Supervisory experience will be advantageous.
- Valid Driver's Licence with own vehicle.

##### **Requisite Functional Competencies**

- In depth knowledge of South African Labour Legislations.
- Computer Literacy (MS Office).
- Knowledge and understanding of Public Financial Management Act.
- Knowledge of corporate governance principals.
- Knowledge of relevant legislation.

**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: 24 MARCH 2023**

**INTERESTED APPLICANTS MUST FORWARD A DETAILED CV; CERTIFIED COPIES OF QUALIFICATIONS AND ID DOCUMENT BY E-MAIL TO [HR\\_recruitment8@ithala.co.za](mailto:HR_recruitment8@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 SUBJECTED TO ASSESSMENTS, REFERENCE AND CREDIT CHECKS. IF YOU HAVE NOT BEEN CONTACTED WITHIN 3 MONTHS OF CLOSING DATE OF THE ADVERTISEMENT, PLEASE ACCEPT THAT YOUR APPLICATION HAS BEEN UNSUCCESSFUL.