

Durban University of Technology (DUT) is located on the warm east coast of South Africa. It sprawls over seven (7) campuses in tropical and picturesque Durban, and in Pietermaritzburg, with its undulating hills that flow over from the Drakensberg Mountain.

According to our *ENVISION2030* strategy, DUT's DNA has two strands, namely '*people-centred and engaged*' and '*innovative and entrepreneurial*'. These are interwoven intrinsically by a number of double pairs consisting of '*values and principles*' that bind our double-helix together. The extrinsic expression of our DNA is via *The DUT-Way*; which demonstrates our collective character and behaviour.

The University's ultimate goal is to contribute towards improving the lives and livelihoods of all its people, both internal and external. DUT consistently strives towards excellence and greatness in teaching-learning and in research-innovation; something that has been recognized recently when *The Times Higher Education's World University Rankings* placed DUT within the top 500 of Universities in the world and within the top 5 universities in South Africa. The enactment of these internationally recognized strengths is demonstrated in our impactful engagement internally and externally in service of our localities, the region and the country at large.

Human Capital Services

Post: Director – Organisational Development and Talent Management (Ref HR17)

Minimum Requirements:

- NQF Level 9 in Human Resources Management OR Industrial Psychology, OR related field.
- Registration with the SA Board for Personnel Practice or any other relevant and recognized body
- 6 to 10 years' experience in human resource management including workforce planning, assessment, talent management, employee retention, training and development, change management and organisational development across all levels of an organisation
- 5 years - Experience in managing OD, talent management, skills and leadership development at a senior management level
- 5 years - Experience in change management planning and implementation at a senior level
- 5 years - Experience in operating HR systems and high technological savvy
- Demonstrated ability to align organisational structures and competencies to strategic business objectives Experience in managing strategic change projects across an entire organisation
- Experience in talent and succession management at senior management level
- Knowledge of learning and development models
- Proficiency in the strategic skills development drivers and legislation
- Knowledge of Human Resources Systems
- Proficient in MS office

Preferred Qualification:

Postgraduate qualification in Organisational Development Skills Development Facilitation training
Registration with the SA Board for Personnel Practice or any other relevant and recognized body

Key Responsibilities:

- Develop OD, change, talent management and learning and development strategies and obtain approval from the Senior Director: HCS
- Translate the strategies into Operational Plans for the department and monitor the implementation of such plans
- Make recommendations to the Director: HCS regarding the introduction and implementation of technology enabled solutions and service
- Review and update policies in support of the successful implementation of OD, change, talent and development functions within DUT
- Ensure the continuous upskilling of and guidance to internal stakeholders
- Articulate organisational development diagnostic processes to create efficiency within organisational design, workforce planning, competencies frameworks, business processes mapping etc
- Design fit for purpose OD solutions to enhance organisational effectiveness
- Develop organisational design architecture and principles and monitor the adherence to the agreed architecture and principles
- Oversee the alignment between operating models, organisational structures, competencies, job families and role profiles
- Review and approve career path models and monitor the application, implementation and impact of these models
- Oversee the fair and consistent application of job evaluation and job grading
- Promote the integration of DUT culture and values with all HR processes
- Oversee the implementation of the learning and development strategy and training plans through stakeholder commitment and fit for purpose learning and development interventions
- Review and introduce learning and development models, solutions, methods / tools catering for the skills requirements and changing needs of the organisation and employees
- Oversee compliance to skills development legislation and the optimal recovery of skills development grants Promote and reinforce a learning and development culture within DUT and make recommendations to enhance such a culture across the entire organisation
- Develop a talent management framework supported by tools and solutions in collaboration with the Talent and Skills Facilitator
- Oversee the integration of talent management processes with other HR processes such as workforce planning, sourcing, development, assessment, reward and retention
- Facilitate succession management and career management at senior level and report succession cover and risks to the Senior Director HCS. Ensure that plans are in place to address such risks
- Oversee the implementation of fair talent management processes across the entire organisation to ensure the timeous availability of sufficient, competent and diverse talent
- Review talent management risks and trends. Put plans in place to mitigate risks and monitor the implementation of these plans by various stakeholders
- Proactively identify opportunities for effective change management
- Oversee the facilitation of change management models / methods and solutions to embed the desired change within DUT
- Collaborate with stakeholders to create buy in and overcome resistance to change
- Oversee the implementation of change management projects and ensure deliverables are achieved on time, according to specifications and within budget. Report on progress made
- Oversee compliance with Employment Equity and BBBEE legislation and the implementation of transformational strategies and plans
- Provide expertise and guidance the promotion of organisational transformation and the mitigation of potential transformational risks
- Draft budget for the area of responsibility

- Monitor expenses within department
- Set the relevant deliverables and performance targets for own team in the department
- Create and maintain a climate conducive for team performance to enable the team to deliver on set targets
- Monitor and measures the department performance in accordance with the metrics agreed upon in the performance agreements and corporate balance score card
- Initiate pro-active and corrective actions as required to ensure service delivery
- Manage the department in accordance with policies, procedures and legal requirements
- Complete management actions within the required time frames.
- Coach reportees by compiling and providing clear feedback on work performance and provides constructive suggestions to improve performance
- Monitor and evaluate the impact of own reportees development interventions on performance

Salary: Market related

Contact Person: Miss. BZ Ngcobo

Email Address: HCSRecruitment@dut.ac.za

Status of Position: 5year contract

Please complete an **official application for employment form** and send a **detailed CV, copies of ID, qualifications and a covering letter** with the **exact name of the post you are applying for** to: HCSRecruitment@dut.ac.za

Kindly note:

Communication will be entered into with short-listed candidates only. Only applications made on our application for employment form would be considered.

Closing date: 12 August 2022 @ 16:00pm

“While DUT strives for equal opportunities, preference will be given to suitable candidates in terms of the University’s equity policy” The University reserves the right NOT to make an appointment.