

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: Organisation Development (OD) Specialist (Ref: HR23)

Minimum Requirements:

- NQF Level 7 in Human Resources Management OR Industrial Psychology, OR related field
- 5 years' experience in organisational development & design, process mapping/design/re-engineering,
- 3 years' experience in the planning, co-ordination, and implementation of change management initiatives
- Experience in organisational development, and design
- Experience in organisational efficiency and process redesign
- Experience in the implementation of change management models / frameworks across all organisational levels
- Knowledge of Employee Equity and Broad Based Black Economic Empowerment legislation
- Experience in measuring and promoting employee engagement.
- Knowledge of Human Resources Systems and other people/project management software
- Proficient in MS word and MS Excel (Advanced)
- Advanced facilitation skills

Summary of Duties:

- Provide input into the OD strategy, framework, methodologies and operational plan.
- Apply various Organisational diagnostic processes within Organisational design, workforce planning and business process mapping to identify opportunities to enhance Organisational efficiency.
- Implement the various initiatives / processes contained in the OD plan in collaboration with relevant stakeholders.
- Advise the Head OD and Talent Management of latest trends, methodologies and practices within OD and change management.
- Review Organisational structures in collaboration with Line Managers in accordance with the agreed design architecture and principles. recommend changes to structures, competency requirements and roles to the Head OD and Talent Management
- Develop career path models to support the development of internal competencies and to promote the career aspirations of high potential individuals.
- Facilitate change management initiatives in collaboration with relevant stakeholders.
- Implement various change management approaches and methodologies as part of the change management process.
- Complete business process mapping in collaboration with internal stakeholders.
- Facilitate changes to create greater Organisational efficiency.
- Review the successful adoption and application of revised processes.
- Support the head of the department with the identification of opportunities to enhance understanding of and commitment to DUT's values.
- Monitor progress towards the achievement of the desired Organisational culture.
- Identify opportunities to integrate Organisational values with current HR processes such as recruitment, onboarding, development, recognition, and reward. Collaborate with HCS Business Partner Specialists to facilitate such integration.
- Initiate and conduct culture workshops and provide feedback to Line Managers regarding opportunities to promote adherence to the DUT values.
- Assist with the planning and implementation of employee engagement surveys.
- Facilitate feedback to stakeholders regarding the engagement levels of employees and assist with the identification of strategies and solutions to improve engagement levels in collaboration with HCS Business Partners, Specialists and Line Managers
- Report on OD and change related projects / initiatives in accordance with DUT's reporting requirements.

Salary: Market related

Contact Person: Miss. BZ Ngcobo

Email Address: HCSRecruitment@dut.ac.za

Status of Position: Permanent

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: 21 April 2023 @ 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.