



DIVISION: VICE-CHANCELLOR

DEPARTMENT: HUMAN RESOURCES

POST: Organisational Development &
Performance Management Specialist

POST N^o: 3202
PEROMNES LEVEL: 6

JOB DESCRIPTION:

Key performance areas include but are not limited to:

- Strategy development and execution: Actively support the Executive Director HR in the achievement of the University's people management strategic objectives
- OD and Performance Management Consulting and Coaching: Build and maintain constructive relationships with Executive Deans, Executive Directors, Directors, HoD's and Managers
- Performance management implementation: Assist line management to develop operational action plans which support the University strategic objectives
- Organisational Development and Change Management: Proactively identify and implement change management interventions to support structural/ /system/process changes
- Personal/professional development: Keep abreast of developments within the HR discipline and its implications for VUT
- Project management: Assist the Executive Director: HR with the development and implementation of projects

Application Criteria:

Qualification and Experience:

- Post graduate qualification in HRM or Industrial Psychology.
- Minimum of 5 years' experience in Organisational Development and Performance Management in a higher education environment
- Registrations with a professional organisation

- **Skills and Competencies:**

Planning and organising, relationship building, negotiating, presentation, good verbal and written communication, people management including performance management, emotional intelligence, facilitating change, building partnerships, analytical thinking/ problem solving, client/student service and support, university awareness

Closing date for applications: 28 June 2023

The applications must be emailed to Ms Angie Moeti at: recruitment3@vut.ac.za.

Please Note: The application must be accompanied by an application form obtainable from the VUT Website, CV, identity document, and ORIGINAL certified copies (not older than 3 months) of educational qualifications. Submission of such copies entitles Vaal University of Technology to authenticate the qualifications without any further consent from the applicant. Candidates with foreign qualifications must also submit the South African equivalent of the qualification. These qualifications are evaluated by SAQA. Vaal University of Technology is an equal opportunity and affirmative action employer, which is committed

to the implementation of its employment equity plan. People from designated groups are encouraged to apply. Only shortlisted candidates will be contacted.

VUT reserves the right not to make an appointment

By applying for this position, you give permission to share your information with the selection panel or the relevant people involved in the recruitment process.

