



Road Traffic Management Corporation

General Manager: Training Norms and Standards

Ref No. RTMC/ GM: TN&S/ 2019

Salary Package: Negotiable

Purpose: The General Manager: Training Norms and Standards report to the Executive Manager: Corporate Services. The incumbent in the role will be responsible for the development and maintenance of curriculum design for traffic personnel and road safety officers in the country, in alignment with SAQA, QCTO, NRTA and any other relevant legislative requirements. The incumbent will be responsible for monitoring current relevant curriculum development and education and training quality assurance trends and translating this information into training curriculum and material. The incumbent will be responsible for managing and leading this function towards industry best practices and to integrate all qualifications and quality assurance outputs with the work of other areas in the business and ensuring alignment with the RTMC related policies and strategy. The incumbent will be required to establish systems and processes to ensure the delivery of an effective service to all stakeholders.

Requirements: A Bachelor's Degree or Equivalent qualification is essential, a relevant postgraduate qualification would be an added advantage. Candidate must possess at least 8 years' experience in a relevant curriculum design and training quality assurance related role of which 4 years at a management level.

The successful candidate must have the following attributes and competencies:

Understanding of Strategy Management principles and models; Knowledge of SAQA, QCTO and SETA processes and procedures; Understanding of curriculum design, training material design and assessment design processes; Understanding of Corporate governance principles; Knowledge of Financial and Business management models, Understanding of road traffic management legislation; Knowledge of People Management; Diversity Management and Change; Knowledge of management principles and theories; An understanding of the strategic delivery requirements of RTMC; Understanding of relevant

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information systems in curriculum design and ETQA; Knowledge of Labour legislation (incl. LRA, EE, BCEA, SDA); Policy conceptualisation and implementation, Stakeholder Management, Ability to develop and market new products.

Main Duties: Manage the Training Norms and Standards Unit for RTMC. Develop, maintain and build relationships with current and potential stakeholders to ensure service level requirements are met and to protect RTMC's interest in the relationship. Manage compliance with the annual budget. Direct, lead and oversee the curriculum design and development process in terms of SAQA and QCTO or any relevant recognised body. Evaluate and monitor training colleges, lecturers and examinations. Direct and oversee the development and maintenance of standardised training policies and frameworks for traffic personnel and road safety officers in the country in alignment with SAQA, NRTA and any other relevant legislative requirements. Perform general people management functions and effective capacity management to ensure smooth running of departments.

To apply please submit a letter of application (no prescribed template), accompanied by a recent Curriculum Vitae as well as certified copies of qualifications, identity document and driving license. Applications must be forwarded via email to: rtmc_recruit@capabilityenablers.co.za. Candidates are requested to clearly indicate the reference number for the position they are applying for on the email.

NB: People with disabilities are encouraged to apply.

Closing date is the 25th November 2019 at 16:30 and no late applications will be accepted.

The RTMC reserves the right not to make an appointment. Due to the large number of applications we envisage receiving, applications will not be acknowledged. If you have not received any response from us within 3 months after the closing date, please consider your application unsuccessful.

Enquiries must be made in writing to: Ms Unathi Conjwa on unathi@capabilityenablers.co.za

A handwritten signature in black ink, followed by the date 01/11/2019 written in a similar style.