



Manager: OD, Change, Performance and Talent Management

Ref No. RTMC/ODP/2021

Package: Negotiable

Purpose: The Manager: OD, Change, Performance and Talent Management is responsible for managing the compilation and implementation of HR strategies, service plans, policies, and procedures. The incumbent in this role supervises and controls all HR initiatives and activities regarding the management of talent management, change management, organisational development and performance management initiatives within the RTMC. The incumbent further manages the development and implementation of all organisational development and design projects.

Requirements: Matric •Bachelors' Degree in Human Resource Management / Social Sciences or equivalent (NQF Level 7) •Honours Degree in Human Resource Management / Social Sciences (NQF Level 8) or equivalent (Advantageous) •6 - 8 years working experience, 3 of which must be at supervisory level.

The successful candidate must have the following attributes and competencies:

- Accountability and ethical conduct
- Quality oriented
- Judgment
- Systems thinking
- Deadline-oriented
- Excellence
- Analytical ability
- Task oriented
- Prioritizing
- Professionalism
- Positive attitude
- Flexibility
- Adaptability
- Initiative.

Duties: •Review current organisational development, performance management, change management and talent management systems and frameworks against business needs and customer requirements •Identify and ensure the acquisition or development of organisational development, performance management, change management and talent management systems and/or frameworks related to the developed talent management strategy •Ensure alignment of Talent management strategy including retention strategy to legislation and

RTMC's HR strategy • Set organisational development, performance management, change management and talent management standards to ensure the existence of effective talent management services in RTMC • Link performance results to reward and recognition in accordance with policy and ensure compliance to all performance management frameworks and processes • Manage, review and ensure the implementation of relevant talent management methodologies, technologies, policies, processes and procedures related to the acquired / developed systems and frameworks • Develop and ensure the implementation of a Talent management plan which takes into account succession management needs, competency levels and development requirements for various positions and levels within RTMC • Provide leadership regarding any organisational design and development project regarding organisational structures and business processes • Develop and ensure the implementation of a competency dictionary across the corporation • Develop and ensure proper implementation of a job grading system in the corporation and establish a grading committee • Ensure that job grading results are integrated into the remuneration catalogue • Develop and ensure the implementation of a change management strategy, approach and methodology • Develop and ensure the implementation of climate / culture surveys • Ensure that change management activities are integrated into any organisational design and development project • Develop actionable and targeted change management plans – including communication plan, sponsor roadmap, coaching plan, training plan and resistance management plan • Create and ensure the management of measurement systems to track adoption, utilization and proficiency of the acceptance of change • Ensure compliance with all legislative and regulative requirements • Conduct annual and bi-annual Performance Reviews with staff • Consistent day to day performance management of staff • Monitor staff compliance with HR and IR policies and procedures • Deal with all staff related problems on an ongoing basis and provide advice/support/information where required.

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@miltonresourcing.co.za. Candidates are requested to clearly indicate the reference number for the position they are applying for on the email. Candidates should also note that detailed information on the jobs is available on the RTMC website under vacancies.**



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The Department of Transport

Board of Directors: Mr Z Majavu CD(SA) (Chairman), Ms P Manqele, Ms T Mdlulwa,
Mr T Kgomo, Prof. M Mphahlele, Ms T Thankge, Dr E Thebe, Adv. J Makgatho*
Chief Executive Officer: Advocate MS Msibi
Company Secretary: Ms S Petse
*Departmental Representative

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NB: Persons with disabilities are encouraged to apply

Closing date is the 25 March 2021, 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, please consider your application unsuccessful.

Enquiries: Ms. N Thobela (012) 999 5200



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