



merSETA

MANUFACTURING, ENGINEERING
AND RELATED SERVICES SETA

The merSETA is the Manufacturing, Engineering and Related Services Education and Training Authority established through the Skills Development Act. This SETA encompasses the metal and engineering, auto manufacturing, motor retail, tyre manufacturing and plastics industries.

INTERNAL & EXTERNAL ADVERT

We have an excellent opportunity for the following professional to join the Strategy and Research Division:

SENIOR MANAGER: STRATEGY AND RESEARCH (D5)

Salary Level (Min. to Mid): 1 116 200- 1 382 300 pa

FIXED TERM CONTRACT ALIGNED TO THE SETA LICENSE TERM

Head Office

Prime Focus:

The incumbent will be responsible for the development and oversight of merSETA'S strategies in order to support growth objectives while strengthening the organisation's mandate. He/She will play a key role in strategy formulation, collaborates with both internal and external stakeholders and leads cross-functional teams in the development of operational strategies.

Duties include:

- Developing and implementing the merSETA's strategic plan by working closely with the Accounting Authority and senior leadership to identify the merSETA's long-term goals and objectives, and then developing a roadmap for achieving them
- Ensure effective strategy management processes in place and the preparations of and the timely submission thereof of the entity's strategic, Annual, Operational, Quarterly Plans to the regulatory bodies as required
- Ensure that the Strategic Plan and Annual Performance Plans are aligned to the sector skills plan are developed and are compliant to National Treasury Guidelines and DHET requirements
- Monitor organisational performance in relation to the targets set and provide regular progress update reports to Manco and the AA Committees
- Support Executive Management with identifying performance gaps and assist with addressing with relevant stakeholders in order to fast-track delivery
- Conducting market research and conducting market analysis trends, identifying service delivery opportunities, and understanding stakeholder needs and preferences
- Developing competitive intelligence by monitoring sector / industry activities and identifying potential threats and opportunities
- Providing insights and recommendations based on research and analysis, providing insights and recommendations to senior leadership to help inform decision-making



- Leading cross-functional initiatives with teams across the merSETA to execute on strategic initiatives and ensure alignment with the merSETA overall goals and Sector Skills Plan
- Lead the development of the Quality Management System in the organisation in consultation with all relevant stakeholders and ensure compliance with national and international standards
- Maintain and develop effective and collaborative stakeholder relations with the DHET and other relevant entities ensuring alignment of strategic plans and compliance with reporting requirements
- Oversee development and implementation of sound excellence modelling policies and procedures in alignment with the Organisation's strategic objectives to elevate good governance
- Represent the organisation in policy matters, liaise with key government departments and institutions in policy development
- Support the Audit process in relation to audit findings/management responses on performance information reporting
- Stay abreast of the sector developments within and outside the sector to be able to provide the right level of input in various forums

Qualities, experience, knowledge and skills required :

- NQF Level 7 qualification in Commerce/Business Management, or related field
- NQF Level 8 qualification in the relevant field would be advantageous
- 8 years or more strategy development experience including 3 years management experience
- Experience in a public institution is essential
- Experience must include developing and establishing business strategies and supporting operational plans systems, business processes, procedures and practices within a multi project environment
- Extensive and in-depth knowledge of regulatory landscape in the Seta landscape
- Advance monitoring and reporting writing skills
- Advanced systems and computer skills
- Customer Service Orientation
- Team Leadership
- Information Monitoring
- Strategic thinking Complex Problem Solving
- Management/Leadership skills
- Planning and organizing
- Budgeting and finance skills
- Attention to detail
- Presentation skills
- Emotional Intelligence
- Innovative
- Assertiveness
- Ethical Behaviour

The merSETA is an equal opportunity employer; however, **preference will be given to Affirmative Action Candidates and People with Disabilities in line with the EE Plan.** Please submit a ***detailed CV, application form*** and motivational letter to: recruitment@merseta.org.za

Only shortlisted candidates will be contacted. Should you not be contacted within 21 days after the closing date, please know that your application was not successful. **The MERSETA reserves the right to not make an appointment.**

CLOSING DATE: 30 May 2023