



merSETA

MANUFACTURING, ENGINEERING
AND RELATED SERVICES SETA

The merSETA is the Manufacturing, Engineering and Related Services Education and Training Authority. This SETA was established in terms of the Skills Development Act 97 of 1998 and encompasses the metal and engineering, auto manufacturing, motor retail, tyre manufacturing, plastics industries and automotive components sub-sectors

INTERNAL & EXTERNAL ADVERT

We have an excellent opportunity for the following professional to join the Strategic Planning & Reporting Division

Senior Manager: Research & Innovation

Salary Level (Min. to Mid): 1 188 753 – 1 472 150 pa D5

FIXED TERM CONTRACT ALIGNED TO THE SETA LICENCE

TERM Head Office

Purpose – Senior Manager: Research & Innovation will lead and support the conceptualization initiation and management of research & related innovation projects aligned to the annual and long-term strategic plans of the organisation. The incumbent will be responsible for the development and implementation of transformative initiatives that champion the role of innovation within the SETA delivery mandate. He/she will play a key role in research and innovation formulation, collaborating with both internal and external stakeholders and leading cross-functional teams to align overall merSETA strategy with innovative thinking. The role will ensure the effective and efficient engagement with industrial sectors (Chambers) that will assist each sector with the interpretation of research and innovation opportunities for the benefit of a responsive sector skills strategy.

Duties: The duties include but are not limited to the following:

- Oversee the development and implementation of research and innovation projects within the scope of 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 providing research & innovation interventions towards their achievement.
- Manage discretionary grant funding window notices related to research and innovation projects.



- Ensure development and annual revision of the divisional Operational Plan and its alignment to the entity's Strategic Plan, Sector Skills Plan and Annual Performance Plan.
- Ensure research and innovation program governance aligned to organisational policies and procedures, PFMA, National Treasury Guidelines and DHET requirements.
- Lead, manage, develop, coach, motivate, performance manage and inspire the Research, Innovations and Chambers team ensuring performance against set individual targets.
- Detailed analysis of sector to accurately forecast SETA's needs and requirements in the future and translation of these needs and requirements into viable solutions.
- Lead and guide the development and implementation of the sector's research and development agenda through credible research processes and methodologies.
- Optimal utilization of research, knowledge and intelligence to support, guide and determine SETA's position and focus
- Ensure the effective implementation of the Chamber engagements as set out in the Chamber Terms of Reference to ensure the alignment the organisation's strategic intentions.
- Ensure measurement of Chamber Committee effectiveness on an annual basis
- Support annual Inter-Chamber Conference
- Ensure a close working relationship between the different divisions to ensure the continuous delivery on SETA's performance targets.
- Ensure that the synergy between the different divisions is utilized to continuously support SETA's performance and delivery against set objectives.
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- Build, maintain and grow customer relationships across the Regions ensuring customer needs are understood, appropriate time allocation per territory and sales opportunities are optimally exploited.
- Manage and control effective utilization of the Research & Innovations & Chambers budget.
- Ensure adherence to merSETA policies, procedures and relevant legislation.
- Continuously track, monitor and measure the merSETA's results and performance against set sales standards and targets ('the number')
- Build a capable Research & Innovations team in the form of skilled people, in all areas and with sound business processes in place.
- Professional visible representation of the merSETA, ensuring all behaviours and conduct are aligned with the company values.
- Implement, monitor, review and report on special initiatives aimed at delivery on the sector needs in the future.
- Provide proactive advice and identify opportunities to enhance merSETA's performance in the short and medium term.
- Continuously provide feedback and communication to ensure all stakeholders are informed.
- Maintain professional and technical knowledge ensuring benchmarking against state-of-the-art practices and a team that is informed of new developments and initiatives.
- Provide formal, standard reporting and feedback ensuring accurate, up to date reflection of status.
- Ensure the compilation of quarterly program performance reports as a mechanism for measuring delivery strategic research and innovation initiatives.
- Providing insights and recommendations based on research findings to senior leadership to help inform decision-making.
- Represent the organisation in policy development matters through key public institutions.
- Stay abreast of 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:

- Post Graduate qualification in Education/Training/Administration/Social Sciences/ Research/ Project Management or related field or equivalent NQF level 8
- NQF Level 9 qualification in the relevant field would be advantageous.
- 8 years or more in a strategic skills development role with 3 years management experience
- Experience must include the management of strategic projects related to the National Skills Development Plan and its inherent innovation and research requirements within a multi-project environment



- Knowledge, understanding and appreciation of regulatory and legislative framework within the SETA landscape
- **Experience in a Seta is essential**
- Strategic thinking
- Team Leadership
- Advanced systems and computer skills
- Planning and organising
- Budgeting and finance skills
- Attention to detail
- Presentation skills
- Emotional Intelligence
- Innovative
- Assertiveness
- Ethical Behaviour
- Analysis and problem solving
- Customer Service Orientation
- Oral and written communication
- Time management and due professional care
- Commercial Orientation
- Resilience
- Integrity/Confidentiality
- Lead and motivate
- Attention to Detail
- Innovation acumen

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 short-listed 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: 12 April 2024