

The South African Weather Service (SAWS) is a Section 3(a) public entity under the Ministry of Forestry, Fisheries and the Environment (DFFE) and is governed by a Board. The organisation is an authoritative voice for weather and climate related services in South Africa and is a member of the World Meteorological Organisation (WMO) to fulfil a range of international obligations of the government. South African Weather Service (SAWS) strives to be a Weather and Climate Centre of Excellence providing innovative solutions to ensure a weather-smart region, sustainable development and economic growth.

The South African Weather Service (SAWS) is therefore seeking to appoint an efficient and enthusiastic person to undertake the role of:

Talent Management Specialist

Salary total package: Negotiable

Centre: Centurion

(Ref. WS12/012022)

Job Summary:

To implement the SAWS' talent management strategy aimed at attracting, assessing, developing and the retention of the organization's talent pool.

Key Performance Areas

Talent Attraction

- Develop programs aimed at positioning SAWS as the employer of choice and attracting the best talent
- Manage the SAWS job evaluation process, including the development of job profiles
- Together with the HRBPs, manage the recruitment and selection process

Talent Retention

- Manages the design, development, implementation and execution of talent management programs and initiatives that drive desired (leadership) behavior, increase employee engagement and mobility and accelerate performance to deliver the SAWS mandate.
- Manage the talent review/succession planning process including the coordination of SAWS performance management process and the tracking of progress of employee's Performance Development Plans.
- To ensure insights from performance reviews, PDPs and training plans address the developmental needs of employees and support the SAWS objectives.
- Measure the impact of interventions on staff performance, efficiency, employee retention, and job satisfaction.

- Drive the performance appraisal process with leaders and employees through project and communication plan and implementation
- Manages the SAWS on-boarding programme, Excellence and Long Service Awards programmes and the Employee Wellness Program
- Manages the SAWS Bursary Scheme and the Learnership programs

Management of Organisational Structures

- Manage the development of the organisational structures, processes, and procedures in relation to the utilization of resource with the aim of improving individual and team efficiencies and thus achieving the strategic objectives and enabling a high-performance culture.
- Continuously monitor and track candidate pipeline and report on the talent acquisition status

Administration, Governance and Compliance

- Monitor and report on the progress of the development and retention initiatives and supports the evaluation of the effectiveness of the SAWS talent strategies.
- With the assistance of the HRBPs, report on the Skills Development and Management Control elements of B-BBEE quarterly or when required.
- Manage the yearly submission of the Workplace Skills Plan and the Actual Training Reports and ensure compliance with the Skills Development Act.

Stakeholder Management

- Manage employee engagement initiatives to aimed at making SAWS a great place to work for all employees
- Advise and coach line managers on talent management
- Regularly attend departmental management/staff meetings to give an update on talent related matters and address all queries.
- Collaborate with the Supply Chain Management team in the sourcing of the relevant service providers

Required Minimum Education / Training/ Work Experience

- Bachelor's A relevant B Degree or equivalent
- Post-Graduate qualification (advantageous)
- At least 5 years Talent Management experience – from acquisition, on-boarding, development, and termination
- Coaching and mentoring
- Change Management Skills
- Project Management

Technical and Behavioural Competencies Required:

- Leadership
- Research and Creative Thinking
- Influencing and Negotiation Skills
- Networking and Collaboration
- Results driven
- Problem Solving
- Excellent Communication skills (Written and verbal/ presentation skills)
- Maintaining confidentiality
- Ability to work after hours
- Media and conference management
- Good verbal communication and interpersonal skills, including public speaking, media liaison and diplomacy skills
- Ability to create and maintain relationships with the media.
- Excellent writing skills
- Knowledge of industry standards, best practices, and trends in the discipline.

Please Note:

Register as user on our website using this link: <https://www.weathersa.co.za/home/vacancies> to apply for the above position and upload your (Comprehensive CV with certified copies of qualifications).

No CVs from recruitment agencies will be considered

Closing Date: 18 February 2022

Enquiries for the above-mentioned positions must be directed to: Ms Zoleka Makongolo, at Tel. (012) 367 6214.

Correspondence will be limited to short listed candidates only. Candidates who have not been contacted within 14 days after the closing date of this advertisement, please accept that your application was unsuccessful. The organisation reserves the right not to fill this position. South African Weather Service is an equal opportunity employer
All applicant's personal information received will be used for purpose of this recruitment process only.

Record Reference	HCM-ADVERT- W12/012022
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