



**DATER ADVERTISED: 20 MAY 2024**

## **VACANCY**

**MANAGER: RESOURCING AND BENEFITS MANAGEMENT - EAST LONDON**  
**PERMANENT CONTRACT: GRADE 16 - (Total Cost to Company)**

### **KEY DUTIES AND RESPONSIBILITIES**

The role entails management of organizational wide talent from entry to exit with an overall objective of ensuring optimal benefit for attainment of organizational objectives while providing career growth and advancement opportunities for personnel. The functional areas relating to the human resourcing function include recruitment, induction and onboarding, succession planning, and exit management. Functional areas relating to benefits management include industry benchmarks, maintenance of remuneration frameworks including pay scales, benefits design and optimization, sourcing of benefit management agency and underwriter, as well as personnel benefits administration. The incumbent will further be responsible for driving talent management functions related to graduate development programmes, learnerships and artisan development. The role also entails investigating, developing and implementing fit-for-purpose HR systems to improve efficiency in operations.

### **MINIMUM REQUIREMENTS**

- Degree in industrial psychology/psychology, human resource management or related field.
- Professional membership with relevant body or agency will be an added advantage.
- A minimum of seven (7) years work experience in human resource management, talent management, or employee relations management environment of which three (3) years should be at supervisory level or senior consultancy role level.

This is a permanent position, and the successful candidate will be subjected to signing of a performance contract and verification of qualification. If you have not been contacted within eight (8) weeks after the closing date of the advertisement, please regard your application as unsuccessful.

**In making these appointments, the ECDC reserves the right to apply the principles enshrined in the Employment Equity Act, its policies, and plans.**

Please send your detailed CV and certified copies of qualifications to  
The Human Resources Department  
Tel: (043) 704 5783  
Email: [humanresources@ecdc.co.za](mailto:humanresources@ecdc.co.za)  
**Closing date: 31 May 2024**