



## EXECUTIVE HEAD: HUMAN RESOURCES

ITHALA SOC LIMITED  
DURBAN HEAD OFFICE

REFERENCE NUMBER: SM22024

An exceptional opportunity awaits a dynamic individual with the right qualification and experience to assume the position of Executive Head - Human Resources. This individual will play a strategic leadership role and partner the executive management team through effective human resource planning and tactical application. The individual will be the architect of the human resources philosophy that is supportive of the organisational vision, mission and strategy.

The responsibilities for the successful candidate will be to:

- Develop the human resources strategy in support of the annual performance and corporate plans for the organization.
- Provide strategic business partnership to executive and senior management on organizational change projects.
- Establish human resources objectives and align them with organizational objectives.
- Implement the human resources annual divisional plan by establishing clear accountabilities that incorporate entire value proposition to business.
- Spearhead the organizational support through effective processes relating to talent acquisition, staffing forecast, processing of remuneration and benefits, capacity building, records management, safety and health, and employee relations.
- Drive human resources compliance with regulatory requirements including employment equity and labour relations management.
- Develop human resources operations and financial forecasts by estimating and anticipating human resources requirements.
- Lead the team in developing action plans for delivering in respective portfolios including ascertaining future trends monetary variances and their impact to the business.
- Provide guidance in the review of staff procurement procedures including systems to ensure that sufficient numbers of competent candidates are recruited in line with labour legislations.
- Facilitate the analysis of employee productivity levels and transcend the performance agenda for the business.
- Communicate, train and coach executive and senior management and lead discussions on all labour matters if changes are applicable.
- Develop and facilitate the update of human resources policies and procedures to ensure legal compliance and good practice.
- Provide direction on best practices pertaining to organizational change management and latest developments on labour relations issues.
- Participate and represent HR in all activities driven by the executive committee.
- Prepare reports and represent human resources in all sub-committees of the Board including Risk and Capital Management Committee (RCMC), Audit committee and others.



- Lead and deliver the human resources aspects of the organizational change management plan.
- Support divisional business unit transformation plans including the revision of organizational restructures.
- Liaise with business executive and senior management when assessing the nature and quality of the service and overall performance and take measures to improve service delivery of the division.
- Provide guidance in the monitoring of the achievement of employment equity targets as set out in the related organizational plan.

**The minimum requirements for this position are as follows:-**

- Postgraduate tertiary qualification in Industrial Psychology/Human Resource Management or equivalent.
- Master's degree would be an added advantage.
- Minimum of eight (8) – ten (10) years in the Human Resources environment preferably within the financial/ banking sector, of which three (3) at executive management level.
- Proven record of human resources strategic support for small medium to large organisations.
- Experience and ability to oversee and administer psychometric testing as part of assessing employee competence.
- Must have excellent administrative, problem solving, communication and liaison skills.
- Must have collective bargaining, negotiation, consultation, dispute resolution and arbitration skills.
- Have a strong working knowledge of industry regulations and legislative guidelines.
- Must be able to translate organisational goals into relevant and responsive recruitment, employee relations, employee assistance and change management.
- Possession of advanced report writing and presentation skills.
- A strong aptitude for financial planning and numeracy.
- Possession of project management, strategic business planning, decision-making and multi-tasking skills.

**ITHALA EMBRACES THE PRINCIPLES OF THE EMPLOYMENT EQUITY ACT.**

**CLOSING DATE: 15 JUNE 2022.**

**INTERESTED APPLICANTS MUST FORWARD A DETAILED CV; CERTIFIED COPIES OF QUALIFICATIONS AND ID DOCUMENT BY E-MAIL TO: [HR\\_recruitment1@ithala.co.za](mailto:HR_recruitment1@ithala.co.za)**

**KINDLY ALSO INCLUDE A MOTIVATION OF HOW YOU MEET EACH OF THE ENTRY REQUIREMENTS LISTED ABOVE AND QUOTE THE REFERENCE NUMBER FOR THE POSITION.**

**PLEASE NOTE:**

- **LATE APPLICATIONS AND APPLICATIONS WITH NO REFERENCE NUMBER WILL NOT BE CONSIDERED.**
- **E-MAIL USERS ARE REQUESTED TO SET THE DELIVERY OPTION ON BOTH "RETURN RECEIPT" AND "CONFIRM DELIVERY".**
- **CORRESPONDENCE WILL BE LIMITED TO SHORT-LISTED CANDIDATES.**
- **ALL SHORT-LISTED APPLICANTS WILL BE SUBJECTED TO ASSESSMENTS, REFERENCE AND CREDIT CHECKS.**
- **IF YOU HAVE NOT BEEN CONTACTED WITHIN 1 MONTH OF CLOSING DATE OF THE ADVERTISEMENT, PLEASE ACCEPT THAT YOUR APPLICATION HAS BEEN UNSUCCESSFUL.**
- **THE PERSONAL INFORMATION THAT IS COLLECTED IS PROCESSED LAWFULLY IN TERMS OF POPIA.**