



RECRUITMENT ADVERTISEMENT

RESOURCES AND OPERATIONS HUMAN RESOURCES SPECIALISED SERVICES

POST TITLE	Talent Management Consultant		
REFERENCE NUMBER	• 4556	CLOSING DATE FOR APPLICATIONS	• 02 June 2017
POST LEVEL	• P-8		
MINIMUM QUALIFICATION	• Degree in Human Resources (Focusing on Talent Management or Training and Development)		
MINIMUM EXPERIENCE & OTHER REQUIREMENTS	<ul style="list-style-type: none"> • At least five (5) years' experience in an HR environment, specialising in Talent Management • Working knowledge of an HR Administration system • Working knowledge of applicable South African Labour Legislation • Extensive knowledge of Talent Management, Performance Management, Training and Development and Organisational Development systems and processes 		
DESIRED QUALIFICATION AND/OR EXPERIENCE	<ul style="list-style-type: none"> • Post graduate qualification in Human Resources or equivalent • At least five (5) years relevant experience, at the required level 		
DIRECT ENQUIRIES TO	• Ms M Letsoara mletsoara@cut.ac.za 051 507 3613		

MAIN TASKS

1. Implement and monitoring of Talent Management Policy and related processes	2. Implement Organisational Development (OD), Skills Development (SD), Talent and Performance Management process
3. Ensure that accurate records for OD-, SD-, talent and performance management processes and interventions are maintained.	4. Liaise with stakeholders regarding Talent Management, OD, Training & Development, Performance Management interventions

IMPORTANT INFORMATION REGARDING YOUR APPLICATION

(Kindly ensure that you read and comply before submitting your application)

- Please complete a separate application form for each post.
- The University may decide to consider only completed applications consisting of ALL the documents listed below for selection.
 - A completed and signed CUT application form;
 - A comprehensive Curriculum Vitae;
 - A **certified** copy of a South African identity document or a passport;
 - A complete set of **certified** copies of qualifications (only certified copies of documents are required. Please do NOT submit any original documents); and
 - A **certified** copy of the SAQA accreditation of any qualifications obtained at education institutions outside South Africa.

GENERAL REMARKS

- Candidates will be recruited and appointed in accordance with the Employment Equity and Affirmative Action Programmes of the Central University of Technology, Free State.
- The Central University of Technology, Free State reserves the right to conduct/employ a third party to conduct a background investigation in respect of all short-listed candidates.
- Correspondence will be limited to short listed candidates only.
- The Central University of Technology, Free State reserves the right not to make an appointment in the advertised post and/or to appoint other suitable persons recruited by means other than this advertisement. Appointment, either on a permanent or contract basis, will be negotiated with the successful candidate.
- Application forms are available from the Human Resources section, ZR Mahabane Building, CUT Campus, Bloemfontein or on CUT's website.
- Complete applications, quoting the specific reference number, should reach CUT on or before the closing date via:

By hand:

The Resourcing office, Human Resources
Central University of Technology, Free State
ZR Mahabane building
20 Pres. Brand Street
Bloemfontein

By mail:

The Resourcing Office, Human Resources
Central University of Technology, Free State
ZR Mahabane building
Private Bag X20539
Bloemfontein, 9300

By e-mail:

jobs@cut.ac.za