**APPLICATION FORM:**

**Position:** HR/OD and Leadership Development Capacity Building Manager

Name & Surname: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mobile Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Physical Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please provide all information relevant to your application for the position in the space provided below.

Take note:

* The information should be concise.
* CVs will not be reviewed.
* Avoid cutting & pasting from your CV.
* The information should be tailored to the position.
* The application form should be accompanied by a cover letter supporting your application. The cover letter should not exceed two pages.

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| 1. **Qualifications** | **Information relevant to your application** |
| 1. Master’s degree in industrial psychology or related field. |  |
| 1. Certifications (e.g. SABPP) |  |

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| 1. **Experience** | **Information relevant to your application** |
| 1. 10-15 years of relevant experience as an HR, OD, and leadership development expert |  |
| 1. 5+ years of experience in institutional capacity building |  |
| 1. 5+ years experience in training and facilitation. |  |
| 1. Experience within the public sector environment |  |

| 1. **Working requirements** | **Information relevant to your application** |
| --- | --- |
| 1. Exceptional fluency in written and spoken English |  |
| 1. Driver’s License |  |
| 1. Willingness and ability to undertake extensive international travel |  |
| 1. Based in Pretoria |  |

| 1. **Competencies** | **Information relevant to your application (provide short examples of your relevant experience in terms of the following competencies)** |
| --- | --- |
| 1. Capacity Building |  |
| 1. Human Resources |  |
| 1. Change Management |  |
| 1. Strategic Planning |  |
| 1. Organisational Development |  |
| 1. Performance Management |  |
| 1. Recruitment and talent acquisition |  |
| 1. Training and professional development |  |
| 1. Culture Assessment and Transformation |  |
| 1. Talent Mapping |  |
| 1. Assessment Tools development |  |
| 1. Gender, Equity, Diversity, and Inclusion strategies |  |
| 1. Leadership Development |  |
| 1. Project Management |  |
| 1. Business process engineering |  |

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| 1. **Your experience and approach to champion the position. Answer the following questions**: |  |
| 1. How will you achieve the goal of highly competent, engaged HR practitioners and improved organisational performance for SAIs in the AFROSAI-E region? |  |
| 1. Share an example of where you have championed an impactful HR or OD initiative. |  |
| 1. Why do you believe you are the optimum candidate for this position? |  |
| 1. What are your salary and benefit expectations? What is your notice period and when can you be available should you be successful? |  |