

POSITION: ACCREDITATION MANAGER - BBBEE PROGRAMME

SALARY: COMPETITIVE AND MARKET RELATED PACKAGE

SANAS seeks to employ an experienced Manager with strong managerial, technical and operational skills. As Accreditation Manager, the candidate is expected to be in charge of all accreditation aspects relating to the management, growth and maintenance of the programme. Of paramount importance will be his/her ability to manage the programme, manage a diverse group of contracted assessors as well as participate in and lead BBBEE technical committee.

KEY PERFORMANCE AREAS:

- Planning and conducting of assessments
- Conducting monitoring and / or mentoring of assessors
- Regulators and Association Presentations and manage customer relations
- Manage Programme Team
- Ensure technical Integrity during assessments
- Financial management of the programme
- Participate in public platforms e.g. conferences, assessor conclave

COMPULSORY REQUIREMENTS:

- A relevant Bachelor's Degree or National Diploma in Commerce
- Experience in interpreting and implementing the BBBEE codes, knowledge of verification legislation and understanding of accreditation process
- Minimum of 2 years proven experience in a managerial position
- Knowledge of Accreditation standards, e.g. ISO 9001, R47
- Minimum of 5 years operational experience in technical field
- A valid driver's license (this role requires travelling)

COMPETENCIES/KNOWLEDGE:

- Knowledge of Quality Management Systems
- Knowledge of Accreditation requirements will be an added advantage
- Project management experience is advantageous
- Relationship building and stakeholder management
- Logical reasoning, assertiveness and analytical thinking
- Computer literate – MS Office
- Ability to perform under pressure
- Exceptional presentation skills
- Build and maintain sound relationships with internal and external stakeholders
- Good communication (written and verbal) and presentation skills
- Ability to prioritise, plan and organise work in order to meet tight deadlines
- Ability to operate independently and work as part of a team, as work requires
- Professionalism, target driven and attention to detail

Interested, suitably qualified candidates who believe to have what it takes are encouraged to email their CV's - maximum 3 Pages, certified copies of qualifications as well as certified copy of their ID and motivational letter to zeldas@sanas.co.za
PLEASE NOTE THE FOLLOWING: That correspondence will be limited to shortlisted candidates only. If you have not been contacted within 1 month, please accept that your application was unsuccessful.

Closing Date: 08 March 2021 at 16:30