

As a leading ICT Player and an Equal Opportunity Employer, Telecom Namibia takes pride and passion in developing and implementing cutting edge technological solutions that underpin a high-performance ICT service provider of world class standards. Our commitment is to pay competitive remuneration and nurture Human Capital to meet the needs of our customers.

If you are interested in a challenging career and share our vision of service excellence, an exciting opportunity exists for the filling of the following position in Windhoek.

POSITION:	PERFORMANCE MANAGEMENT AND STRATEGY PRACTITIONER
DIVISION:	STRATEGIC HR, HRD AND ORGANIZATIONAL EFFECTIVENESS
JOB GRADE:	D2
REPORTING TO:	SENIOR MANAGER: HRD AND ORGANIZATIONAL EFFECTIVENESS
DUTY STATION:	WINDHOEK

KEY PURPOSE:

The Practitioner: Performance Management and Strategy manages Telecom Namibia's (TN) Performance Management System to ensure the employees perform at their optimal level, in terms of performance contracts and plans and in alignment with business strategic goals, and that the business strategic objectives are implemented and met. The Practitioner will be responsible for the development and implementation of Performance Management interventions with the objective to develop a high-performance culture and maintain the momentum of continuous performance improvement. The role of the Practitioner focusses on communicating business strategic objectives at all levels, whilst ensuring that individual and team goals and measures are well articulated and aligned to the overall corporate strategic objectives.

The Practitioner monitors and evaluates the execution of Telecom business strategy in line with the Integrated Strategic Business Plan (ISBP), Funding Plan and Annual Operational Plans (AOP). The Practitioner is required to be involved at all stages of strategy development and implementation, to effectively evaluate its development, implementation, progress, provide feedback, and make recommendations towards a successful strategy implementation, liaise with various business divisions and departments within TN to coordinate the successful implementation of strategies, as well as analyze TN's business processes and make recommendations on the alignment of the business processes and the organizational structure to the Integrated Strategic Business Plan (ISBP), Funding Plan and Annual Operational Plans.

KEY RESULT AREAS:

- Develops, implements, and evaluates corporate strategy, and the performance management systems, and in relation to each other.
- Interprets plans (AOP) into team and individual performance initiatives, performance goals (targets) and performance measures. Continuously monitor the effectiveness of the performance management system and recommends improvement measures.
- Controls and review the process of the performance management system.
- Ensures that TN performance outcomes are audited, communicated across the organisation, and well understood, and influences the critical Human Capital decisions.
- Guides and supports line management in the development of performance goals aligned to Key Performance Indicators (KPIs) and the divisional balance scorecards.
- Conducts research analysis on development of corporate performance management and strategy execution.
- Interprets Business Strategic objectives (ISBP) and annual plans (AOP) into executable performance goals, (in collaboration with line management), regarding monitoring and implementation of initiatives. Liaises closely with all divisions regarding performance management targets and processes of implementations.
- Liaises closely with all divisions regarding performance management targets and processes of implementations.
- Provides recommendations of potential ways in which strategy implementation process can be improved.
- Creates projects regarding monitoring approaches and strategy enforcement.
- Evaluates efficiency of strategy implementation

KEY QUALIFICATIONS AND EXPERIENCE REQUIRED:

A bachelor's degree in Human Resources Management or Commerce or Business Administration or Engineering or related field with a minimum of seven (7) years' experience in a Corporate Human Resources or related environment of which three (3) years should have been in Business Strategy facilitation/communication and performance management facilitation across all levels in an ICT business environment. A Code BE Drivers' Licence, MDP, Digital Savviness and Data Analytics will be an added advantage.

KEY KNOWLEDGE REQUIRED:

A Talent with a high level of business understanding, performance management with good knowledge of people management systems and process. Sound knowledge of the Balance Score Card, Business and HR. Proficiency in Ms Word, PowerPoint, Visio, Excel with good presentations skills. In-depth knowledge of Strategy, Strategic Management, Business Management, Research, Business Plan Drafting, Strategic Plan Drafting and Reporting, and Operations Management.

KEY CHARACTERISTICS:

Decision making and assertive with excellent communications, strong sense of customer orientation, logical reasoning, good communication and interpersonal skills. Good administrative skills, result oriented with a creative flair, open to ideas and opinions, analytical and logical in approach with the ability to solve problems and content process levels. Good organization and coordination competencies and effective in marketing and selling views and recommendations. Optimistic and practical, stress and load resistant, strong in goal reaching and business orientation with a competitive attitude. Systematic, methodical in approach

NOTES TO APPLICANTS

Applicants requiring further information about these jobs should direct their inquiries to the following persons:

- Senior Manager: HRD and Organizational Effectiveness at 061 2012319

Suitably qualified applicants from designated groups defined in the Affirmative Action Act (1998) are encouraged to apply.

A comprehensive application supported by a detailed CV with copies of educational qualifications should be addressed in confidence to: The Acting: Human Resources Business Partner, PO Box 297, Windhoek or via email: Shirley.Harases@telecom.na.

Only short-listed candidates will be communicated with, and no personal documents will be returned.

CLOSING DATE: 30 August 2023