



K W A Z U L U - N A T A L
SHARKS BOARD
Maritime Centre of Excellence

INTERNAL/EXTERNAL ADVERT
MANAGER MONITORING AND EVALUATION: OFFICE OF THE CEO
12 MONTH FIXED TERM CONTRACT
PATTERSON JOB GRADE D1, REF NO OCEO2023/10
R 670 384 CTC PER ANNUM ALL INCLUSIVE

Applications are invited from suitably qualified individuals for the Manager Monitoring and Evaluation: Office of the CEO position that has become available.

MINIMUM REQUIREMENTS & JOB COMPETENCES:

- Three (03) year tertiary qualification in Business Administration or equivalent commercial qualification with 05 years' experience in a similar role;
- Excellent Communication skills;
- Excellent Report writing and presentation with attention to detail;
- Strong analytical policy and operational thinking skills;
- Strong problem solving and decision-making;
- Pursues excellence in all aspects of business, customer satisfaction and client relations.

MAIN DUTIES: (this is a brief summary and does not include all responsibilities assigned to the position):

- Support the CEO to provide Strategic Leadership to the KZNSB
- To assist in ensuring sound corporate governance to KZNSB and its Board and compliance with relevant legislation
- Support the organisation in developing smart performance targets in alignment with the Strategy and the Annual Performance Plan
- Support the compilation of a 5 year strategy and Annual Performance Plan (APP) in compliance with the National Treasury guidelines
- To account for collation of KZNSB performance information reports in line with National Treasury guidelines
- Providing relevant performance information and related evidence to external stakeholders such as the AG, Provincial Treasury & Internal Auditors
- Monitor and report on the implementation of the quarterly reporting in terms of the prescribed requirements
- Facilitate evidence-based reporting by conducting validation session of the performance information report
- Board member liaison and communication
- To ensure follow-up on decision/resolutions taken by different committees and Board

- Ensuring good internal communication of the progress and impact of KZNSB's monitoring and evaluation system.
- Developing close working relationship with KZNSB's staff, members, and other key stakeholders (including donors) to establish a shared vision of KZNSB's systems for monitoring and evaluation and adaptive management learning.
- Liaise and be in charge of all aspects of relationships with Government, Public Entities and related stakeholders.

“Applicants are encouraged to apply for this post through the online e-Recruitment system at www.kznonline.gov.za/kznjobs or submit their CV to recruitment@shark.co.za. Please Quote Reference Number in your correspondence. **Closing Date: 3rd November 2023**

*No late applications will be considered. Correspondence will only be limited to shortlisted candidates. Should you not hear from us after eight weeks of the closing date, please consider your application to have been unsuccessful. **Selection will be made in terms of the entity's employment equity targets.** We reserve the right not to proceed with this application process. All shortlisted applicants will be subjected to pre-screening assessments.*

“APPLICATIONS FROM PEOPLE LIVING WITH DISABILITIES ARE ENCOURAGED TO APPLY”