



The Housing Development Agency (HDA) is a national public sector development agency that acquires and prepares land as well as develop the land and project manage the development of housing and human settlements. We carry out our activities in partnership with a range of stakeholders including national, provincial and local government and municipalities, as well as with communities, developers, financiers and other affected parties. Established in 2009, the Agency was established by an Act of Parliament in 2008 and is accountable through its Board to the Minister of Human Settlements. For more information about the HDA, please visit our website: [www.thehda.co.za](http://www.thehda.co.za).

The HDA has the following **three-year fixed-term** contract positions:

**MANAGER: STRATEGIC SUPPORT PROJECTS**

**Location: Johannesburg**

**Reference: YHC001218**

**Main Purpose:** Responsible to oversee various strategic initiatives projects within an organisation which are aimed at increasing the HDA's operational effectiveness and efficiency. To ensure that the all the key organisational components fit and work conjointly with each other for the organisation to perform optimally.

**Key Performance Areas: Operations and systems:** • Drive and coordinate special strategic projects on behalf of the CEO in partnership with the responsible parties belonging to the HDA's impacted business units / departments • Assist the HDA in determining processes and operations improvements by aligning various elements (i.e. Strategic Planning, Human Resource, Business Process and Data Analysis) in order to achieve operational excellence • **Leadership:** • Ensure cohesion and synergy through management of expectations with the agency's business units during ideation and transitioning of strategic projects • **Culture :** • Develop planning studies and reports in support of HDA land acquisition programme • **People Management:** • Work closely with executive management, department heads, management and all staff to ensure that the scope and direction of each project is on schedule • **Quality Management:** • Assist in the development of evaluation tools, methods and frameworks that will ensure compliance and adherence to approved standards and procedures • **Financial Management and Project Procurement:** • Accountable for ensuring adequate funding is in place for business unit and aligned to the departments overall financial plans • **Decision Making and Research:** • Perform analysis on the current state of the agency's operations or policies and make recommendations that will enable decision making to necessitate changes. E.g. Policy reviews • **Delivery and Management:** • Be accountable for execution and project delivery and management according to agreed timelines of all strategic initiatives aligned to the organisations business case.

**Requirements:** A relevant degree in Commerce or similar qualification. Experience in managing various senior stakeholders and delivering projects that cover the full SDLC, implementation of analysis, design, build, testing, implementation, support and enhancements is required. Experience in delivering different types of projects (e.g. proof of concepts, prototyping, new software development, technology sourcing, process engineering, process improvement, etc.) will be an added advantage.

Please forward relevant CVs (Clearly marked with the reference number of the position) or apply online from our website [www.yaweehc.co.za](http://www.yaweehc.co.za) in a Microsoft Word format to [manager@yaweehc.co.za](mailto:manager@yaweehc.co.za).

Should you not comply with the above requirements your application will **NOT** be considered.

**Closing date for applications: 11 February 2018**

CVs received after the closing date will NOT be considered. Kindly take note if you have not been contacted within fourteen (14) days of the closing date; please consider your application unsuccessful.

**Enquiries:** Thumeka Mtwentwe, tel. 010 003 0370

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**Conditions of service:** The HDA is an equal opportunity employer • Appointments will be made in accordance with the HDA EE policy • The HDA reserves the right not to make an appointment. We thank all applicants for their interest. Communication will be conducted with short-listed applicants only.