

| ROLE PROFILE | |
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| Role Title | HUMAN RESOURCES BUSINESS PARTNER |
| Department | HUMAN RESOURCES |
| Reporting Structure | DIRECTLY TO THE HOSPITAL MANAGER AND FUNCTIONAL DOTTED REPORTING LINE TO THE GROUP HR MANAGER |
| Closing Date | 18th OCTOBER 2017 |
| ROLE SUMMARY | |
| <p>The Human Resource Business Partner will provide a full HR Generalist function to the relevant business unit(s), including but not limited to Recruitment, Performance Management, IR, HRIS, Employee Engagement, Career & Talent Management, Secession Planning, BBBEE Scorecard, Quality Reviews, Line Management Support and Financial Efficiencies.</p> <p>We are looking for an Independent and Innovative Team Player with a Passion for service excellence.</p> | |
| SKILLS PROFILE | |
| EDUCATION | |
| <ul style="list-style-type: none"> • Grade 12 • Relevant 3 Year HR Degree / HR BTech Degree | |
| WORK EXPERIENCE | |
| <ul style="list-style-type: none"> • 2 to 3 years in a Generalist Human Resources role is essential • Experience in a Hospital / Hospitality environment will be advantageous • Experience on the SAP HRIS will be advantageous • Excellent interpersonal and communication skills at all levels are essential • Excellent administration and organization skills are essential | |
| KNOWLEDGE | |
| <ul style="list-style-type: none"> • Recruitment and Selection • Workplace Discipline and Industrial Relations • Employee Records, Payroll & Employee Benefits • Performance, Talent and Career Management • Succession Planning • Employee Engagement | |
| APPLICATION PROCESS | |
| <p align="center">BUSAMED IS AN EQUAL OPPORTUNITY EMPLOYER</p> <p>The Company's Employment Equity plan and targets will be considered as part of the recruitment process aligned to the Group's Employment Equity strategy. Busamed actively supports the recruitment of people with disabilities.</p> <p align="center">Interested candidates who meet the above criteria are requested to e-mail a detailed CV to applications.paardevlei@busamed.co.za</p> | |