

Vacancy

Regional Manager : Pretoria

Reporting to

General Manager

Job Purpose

The Regional Manager will report directly to the General Manager (GM – Coastal/Inland) and provide leadership to the staff in their respective incubator of BU to ensure the realisation of the organisation's strategic objectives and optimise quality service delivery through utilisation of available physical and human resources. Overall management of the administration and business operations of the applicable BU incubator and the achievement of the organisation's strategic objectives in the region.

Key Results Areas

- Target and deliver high quality services that meet, or exceed, member expectations within commercial constraints
- Provide quality premises, facilities and support services that will service the strategic interests of the organisation into the future
- Maximise awareness and support of the organisation and its programs within both industry and community sectors
- Ensure effective and efficient leadership, coordination and management of the branch at all levels
- Recruit and support approximately 50 businesses for the office with each business remaining with BU for a maximum of 3 years.
- Ensure that at least 50% of the businesses joining BU become sustainable within the 3-year period. Sustainable is defined as the business:
 - employing at least 4 people on a full-time basis;
 - generating sufficient cash to pay the business owners and employees a reasonable salary;
 - generating sufficient turnover and revenue to cover the market related expenses incurred in operating the SMME's business and generating an annual profit equal to the owner's salary;
 - showing net positive growth in sales over the last year;
 - having a positive net asset value.

**Education, Skills,
Knowledge and
Experience**

- Relevant Graduate and Post-Graduate tertiary level qualification
- Valid drivers' license
- Entrepreneurial executive with proven skills in business and financial management
- Must be commercially astute with strong/ proven business development skills
- Excellent, proven interpersonal, verbal and written communication skills
- Demonstrated ability to multi –task and work in fast paced changing environment
- Demonstrated ability to share skills and knowledge with others
- Good presentation skills and ability to represent organisation with corporates/government
- A system driven individual solid administrative skills
- NPO experience an advantage
- Previous experience working with and developing small businesses is highly preferable
- Practical knowledge of the application of information technology in a business environment, well developed knowledge of the Microsoft Office suite of software and familiarity with business administration software
- Knowledge of applicable legislative compliance matters essential

Please note

Interested employees who meet the above requirements must forward their CV to Human Resources at: jobs@blackumbrellas.org

No late applications will be accepted

Closing date for applications: 28 June 2019