



technology innovation  
A G E N C Y

## Executive: Corporate Services

### 5 Year Fixed Term Contract

**Technology Innovation Agency (TIA)** is a public entity that focuses on fostering innovation and technological advancements towards socio-economic impact. As a talent driven, customer-centric thought leader, we seek to infuse the organisation with team players that find resonance as value creators, agile thinkers, and optimistic disposition.

**Purpose:** Reporting to the Chief Executive Officer, the role aims to support TIA as a thought leader and curator of the NSI by driving a culture of high performance and executing strategic objectives through robust business optimization processes, HR strategy, IT architecture with knowledge management (KM) tools and sustainable facilities plan. The role seeks to enable transformation, business optimisation & sustainability, and risk mitigation leading to operational excellence.

**Duties:** • Provide strategic direction and business acumen in managing TIA's capacity and capability requirements in alignment to the TIA 2.0 Corporate Strategy • Oversee the operational outputs, corporate risks and budgets for HR, IT & KM, Marketing & Communications and Facilities business units • Drive TIA's transformational initiatives to support TIA's transition and change management processes whilst also ensuring continued improvement, impact and value creation • Manage the effectiveness and efficiency of the organisational structure, culture and operational environment • Develop and ensure adherence to policies, business processes and procedures to ensure optimal functioning of the organisation • Manage divisional reporting in alignment with the requirements of the Annual Performance Plan • Oversee the proactive implementation of measures to ensure safe and secure facilities at TIA offices • Provide effective team leadership to the division.

**Requirements:** • A relevant post graduate qualification • A Master's degree or MBA will be an advantage • Ten (10) to fifteen (15) years' management experience within a corporate services environment • Minimum of 5 years' executive management experience • Sound knowledge of HR, IT, KM, Marketing, Communications and Facilities management trends and practices • Track record in managing and championing change management initiatives (systems, processes and people) • Analytical and critical thinking skills • Good report writing skills • Financial management with a good understanding of PFMA • A proven track record in strategic leadership and business processes optimisation and navigation in a complex organisation will be an added advantage.

**Competencies sought:** • Problem solving and analysis • Strategic capability and leadership • Service delivery • Communication • Business innovation and optimisation • Change management.

**A competitive, market-related remuneration package will be negotiated with the successful candidate. TIA is an equal opportunity employer, committed to employment equity and the principles set out in TIA's EE Policy will apply.**

**Confidential applications should be e-mailed to JBM Search Partners, info@jbmsearchpartners.co.za by no later than Friday, 25 April 2025. Applicants must attach a cover letter, CV in Word or PDF and copies of qualifications.**

**JBM**  
SEARCH PARTNERS

*Please note that correspondence will be limited to shortlisted candidates only.*