



sonedi

South African National Energy
Development Institute

ENERGY INNOVATION FOR LIFE

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SANEDI Job Advert

Position: General Manager : Energy Efficiency

Programme: Energy Efficiency

Location: Sandton

Period: Permanent

The purpose of the position

The purpose of this position is to lead and manage SANEDI's strategic energy efficiency programmes and create a pipeline for energy efficiency programmes/technologies. Provide thought leadership and create an enabling environment for energy efficiency in collaboration with relevant stakeholders.

Qualifications and Experience:

- A relevant degree on minimum NQF Level 9. (NQF Level 10 would be advantageous);
- 12 - 15 years' experience in the Energy environment ;
- 7 – 10 years' experience in energy management and/ or commercialisation of energy projects;
- At least 8 years' experience in a Senior Management role; 3 years being part of an executive team reporting to the Board
- Strong financial acumen, the ability to drive strategic development and improving operational performance; and

- Unquestionable integrity with the ability to inspire confidence and develop excellence

Technical requirements

- Stress Management
- Resilience
- Communication Skills
- Leadership Skills
- Interpersonal relationship skills
- Research and report writing skills
- Analytical skills
- Financial Management Skills
- Presentation Skills
- Advanced Computer Skills
- People management skills

Strategic Management

- Responsible for the implementation of the Energy Efficiency five - year Strategic plan. Responsible for Energy Efficiency Strategic Management and implementation thereof in line with the SANEDI mandate and Strategic Objectives
- Formulate Operational Divisional Plan that is aligned to the SANEDI strategy
- Develop, review and implement core business processes for the division in order to ensure continuous improvement of turnaround times
- Ensure projects applications are assessed, developed and finally approved

within agreed timeframes

- Manage and provide strategic input towards the development of innovation technologies in the Energy Efficiency space to reach project completion stage
- Formulate Divisional and Business Unit operational plans that are aligned to the SANEDI strategy

Operations Management

- Formulate Business Operational Plans for the different funding programmes that is aligned to the SANEDI strategy
- Develop programme funding mechanisms and ensure implementation
- Research and develop commercially viable concepts, technologies, solutions that will progress into active business incubation or deployments
- Analyse Strategic Focus Areas in conjunction with Business development in order to define the project portfolio
- Participate in events, meetings, workshops and conferences by giving input, avail skill, competency and expertise. Participation should result into positive input, impact and giving direction in the Energy space
- Develop, review and implement core business processes for the division in order to ensure continuous improvement of turnaround times
- Ensure projects applications are assessed, developed and finally approved within agreed timeframes
- Manage and provide strategic input towards the development of innovation technologies.
- Manage and provide strategic input towards the development of innovation technologies to be taken up into the market

- Identify programmes per innovation chain - basic research / R&D / Demonstration / Deployment / Commercialisation
- Responded to internal and external audit findings
- Draft and ensure implementation and adherence to Policies, procedures and guidelines to ensure optimal functioning of the unit and the organisation
- Formulate and submit Progress and Quarterly reports
- Ensure compliance to all SANEDI systems (Performance management, HR, Finance, and Stakeholder Information)
- Compile the strategic risk register for the division and provide input to the corporate risk register.
- Ensure that all risks associated to energy research projects/programmes are being mitigated.
- Assist in growing portfolios through national programmes/project need identification.
- Ensure projects and programmes are assessed within agreed timeframes
- Manage and provide strategic input towards the development of energy efficiency programmes , processes and services supported through SANEDI interventions.
- Manage and provide strategic input towards the development of data and knowledge management
- Manage and provide strategic input towards the relevant core division programmes.
- Manager and provide strategic input towards internal and external Communication to SANEDI

Financial Management

- Develop Operational and Investment budgets and forecasts based on strategic requirements
- Monitor and track performance against the approved budget and address any anomalies (Operations and Projects/programmes)
- Manage and monitor the timeous implantation of programmes to ensure optimal utilization of financial resources
- New funding opportunities are identified to leverage additional income from third party investors/donors/partners
- Identify opportunities to raise additional external income through partnerships

Governance, Risk Management and Management Reporting

- Draft and submission of monthly, quarterly and annual reports on the Programme performance.
- Participate in regular feedback sessions with the Risk and Executive Committee
- Have oversight risk assessments for the function
- Provide information for audit purposes, provide management comments and resolve any provisional audit findings.
- Ensure compliance with applicable legislation as required.
- Ensure compliance with regards to the implementation of policies and procedures.
- Proactively resolve project challenges to protect the organisation.

Stakeholder Management

- Formulate and implement a Strategic Stakeholder engagement and

communication strategy & plan

- Develop and leverage key partnerships in collaboration with stakeholder management
- Lead and manage SANEDI profile and its engagement with Stakeholders
- Identify gaps and opportunities to develop energy research initiatives, processes and services supporting economic growth and improve the sustainability of struggling programmes/projects
- Participate in events, meetings, workshops and conferences by giving input, avail skill, competency and expertise. Participation should result into positive input, impact and giving direction to the energy research eco-system.
- Key partnerships are developed and leveraged in collaboration with stakeholder management
- Funded projects receive the support they need to successfully move to the next stage in the innovation lifecycle (in collaboration with the other units within the Energy Efficiency division)

Quality Management

- Ensure alignment of Finance work processes to the required quality standards.
- Proactively identify continuous improvement strategies.
- Monitor agreed quality initiatives ensuring that they are aligned to business processes and delivered as agreed.

People Management

- Oversee the preparation of the core divisions' performance contracts, and bi-

annual performance reviews in line with the HR Guidelines.

- Conduct reviews for direct reports twice a year.
- Define and drive performance within the core divisions.
- Initiate change initiatives required to enhance the core divisions' effectiveness.
- Ensure key roles within the core Divisions are staffed with appropriately experienced employees.
- Oversee employee selection to ensure the core divisions operate effectively.
- Oversee the implementation of succession planning and talent management within core Divisions
- Ensure talent is retained through people management processes.
- Create a supportive learning environment.
- Coach and mentor employees to achieve higher performance.
- Ensure general discipline and compliance in the areas of responsibility and ensure corrective action is taken on all misconduct incidents.
- Ensure adherence to all HR policies, procedures and requirements to ensure sound people practices.
- Monitor staff morale and address any issues of concern.
- Inspire and motivate staff.

The closing date for this position is: **30 June 2023 at 16:00pm**

Please email a detailed CV to: Generalmanager@sanedi.org.za, late applications will not be accepted.