



**Vacancy Health Information Systems Program South Africa (HISP-SA)  
NPC (2003/005786/08)**

**Position** : Human Resources Manager  
**Location** : HISP office Pretoria and/or home office  
**Start Date** : 01 August 2022  
**Enquiries** : [vacancies@hisp.org](mailto:vacancies@hisp.org)

**We design digital tools and solutions that transform the way people engage in their health and the health system. We believe in building better lives and improving health and prosperity with our digital solutions.**

Most of our staff are techies, highly specialised professionals in various disciplines including public health systems. We need our staff to focus on what they're good at. That's where you come in.

We need an HR Manager to help support the business and enable the team to get on with creating innovative digital solutions.

The position will function as part of the organisation's senior management team and assume accountability and responsibility for all HR functions with special reference to the implementation of HR strategies in support of business needs. The position is a 5-year fixed term contract with employment benefits.

Your role will be to put in place a comprehensive, creative, and effective HR function within HISP that parallels the innovations on the technical side and, critically, enables the business to grow.

This means that you will be creative and strategic in your approach, practical and detailed at a generalist operational level, enthusiastic and committed to making things happen.

You will bring the following expertise:

- 10 years or more HR experience at a senior level
- A post-graduate qualification in Human Resources Management
- HR generalist experience
- Experience in organisational development and change management
- Strategic ability
- HR analytical skills
- Leadership and management skills
- Excellent interpersonal and communication skills
- Emotional intelligence and maturity
- Evidence of passionate and enthusiastic previous experience in the NGO sector will be beneficial



If this position is of interest to you, and you possess the skills and experience as outlined above, please send your CV, together with a covering letter in motivation to [vacancies@hisp.org](mailto:vacancies@hisp.org)

Please be sure to indicate your current salary level and remuneration expectations.

**Closing Date for Applications: 30 June 2022**

For more information about HISP-SA, please visit our website [www.hisp.org](http://www.hisp.org)

*In evaluating prospective applicants and making the final selection, consideration will be given to HISP-SA's Employment Equity objectives.*

*Should you not receive correspondence from HISP-SA within 30 days of the closing date, please accept your application as unsuccessful*