

Central Bank of Lesotho

Career Opportunity

HR Practitioner: Ref: HRP - BPD



Area of responsibility:

The incumbent is responsible for supporting to the HR - B. P. whilst providing the required HR support through direct interface with the functional and operational departments in the effective delivery of their services.

Key performance areas:

- **Strategic Planning:** Plans the implementation and implements the Identified and defined immediate, short and long term objectives and plans associated with the provision of HRD support for Business Partnership.
- **Policies, Procedures, Systems and Controls:** Implements specific policies, procedures, systems and controls to guide HRD operations and functions for the Departments allocated.
- **Service Delivery:** Manages the implementation of HRM - Business Partnership Strategy for Departments to ensure that the Bank is adequately supported to deliver on its mandate and Strategy.
- **Financial Management:** Prepares capital and operating estimates and requests expenditure against the approved budget allocations for Business Partnership Division.
- **Stakeholder Management and Communication:** Interacts and represents the Central Bank on aspects related to HRM; communicates HRM and Business Partnership matters to all internal stakeholders in collaboration with the CoE.
- **Administration:** Overseeing Business Partnership administrative processes, system utilization and functionality for Departments.
- **Risk and Audit Assurance:** Implements risk and audit management processes for HRD Business Partnership.
- **Reporting:** Develops Business Partnership reports for the division.

Candidates applying for this job require the following behavioral competences:

- Organisational skills.
- Communication skills.
- Leadership and managerial skills
- Problem identification and solution skills
- Creativity and innovation.

All Candidates wishing to apply should have the following qualifications and experience to be considered:

- A minimum requirement is Bachelor's Degree in a Human Resources or Industrial Psychology field or equivalent.

Letters of application, comprehensive Curriculum Vitae, certified copies of certificates & transcripts, names and contacts (including cell/telephone and e-mail) of two referees must be sent to the Director of Human Resources at the email below on or before: 7th August 2020.

Email: recruitment@centralbank.org.ls or Hand deliver at the Bank

Director of Human Resources

Central Bank of Lesotho

Corners Moshoeshoe & Airport Roads

P.O. Box 1184

MASERU 100

To avoid duplication in sending your applications please use EITHER the email or hand deliver but NOT both.

Only shortlisted candidates will be responded to.