The National Lotteries Commission (NLC), a Scheduled 3A entity in terms of the Public Finance Management Act (PFMA), is a statutory body established in terms of the Lotteries Act (Act 57 of 1997), as amended, to regulate South African Lotteries and administer the National Lottery Distribution Trust Fund (NLDTF). Suitably qualified prospective candidates who are South African citizens are invited to submit their applications to fill the position listed below. The National Lotteries Commission is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender, and disability.

CORPORATE SERVICES

SENIOR MANAGER: HUMAN CAPITAL MANAGEMENT (Permanent)

PURPOSE OF THE JOB:

To champion the effective management of Human Capital Management, comprising the entire human capital management value chain from recruitment and talent management through to reward and recognition, employee relations and organisational culture, and change management.

The Senior Manager: Human Capital Management will be responsible for developing and implementing human resources functions through innovative mechanisms, including using new technologies and developments to enable data-driven, modernised, effective and efficient frameworks, strategies and processes that support a skilled and capacitated workforce.

Candidates must demonstrate proficiency and ability to modernise and lead this portfolio.

Salary Scale
Commensurate with qualifications and experience

Qualifications:
Minimum Appropriate Qualifications: Honours Degree in relevant fields or equivalent qualifications. NQF 8

Experience:
- Minimum of eight **(8) years**' human capital management experience in diversified and complex organisations and at least four **(4) years in** senior management.
- Demonstrated experience in all human resources portfolios including recruitment, training and development, performance management, remuneration, reward and recognition, employee wellness, employee relations including organised labour relations, organisational culture and organisational design and transformation.

- Demonstrated knowledge of relevant laws, regulations, codes of practice and compliance requirements, including Employment Equity, Basic Conditions of Employment, Labour Relations, Occupational Health and Safety, etc.
- Demonstrated knowledge in systems thinking and successfully dealt with the implementation of transformation, including automation of controls, platforms and systems such as employee self-service, performance management, learning and development.
- Experience with other service delivery mechanisms, productivity tool development, innovation and critical business information data analysis will be an added advantage.

Responsibilities include but are not limited to:

- Provide strategic human capital development leadership and modernise the NLC's human capital systems and processes, including establishing a capacitated, professional and competent human resources division, delivering operationally excellent services to the NLC.

- Develop and implement Human Capital Management strategies, frameworks, policies, procedures and systems for aligned and effective people management. This includes the effective development, integration and implementation of culture, change, wellness, performance, labour relations and related human capital management services.

- Promote a culture of professionalism, performance and compliance and ensure adherence to all related human capital management laws, regulations and practice codes.

- Manage the division in terms of people, financial, governance, compliance and risk key performance areas and oversee the execution and the delivery of the programmes and projects, including effective risk management and controls and continuous improvements.

COMPETENCIES AND SKILLS

- In-depth knowledge of human capital management policies, standards, and procedures.
- In-depth knowledge of human capital management-related legislation, regulations, practices and compliance cycle reporting.
- Superior business acumen and experience working in a public entity environment.
- System thinking and integration
- Excellent interpersonal, verbal and written communication skills, including writing, presentation building, influence, consulting, and negotiation
- Results Orientation
- Strong relationship management skills
- Excellent project management and process development experience
- Mature ability to work collaboratively with management teams and to be seen as a valuable expert resource to be sought out.
- Ability to nurture relationships and deal with sensitive/confidential topics.
- Ability to create high-impact teams that build on positive teamwork and collaboration
- Exceptional time management and organisational skills required
- Ability to develop and update human resources policies to meet operational and legal needs

- Ability to analyse and transform organisational behaviour to meet HCM initiatives
- Ability to engage in effective and persuasive negotiations.
- Managing Performance
- Strong leadership skills, ability to balance multiple perspectives and convey relevant messages.
- Leading Change

Note: Recommended candidates will be subjected to a generic managerial competency-based assessment. Background verification, social media checks, and security vetting will form part of the selection process, and successful candidates will be subjected to security vetting. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three (3) months of the closing date of this advertisement, please accept that your application was unsuccessful. The NLC reserves the right not to fill any advertised position(s).

IMPORTANT NOTICE: APPLICATION INSTRUCTIONS:

- Please clearly indicate the position you are applying for in the subject line of your email
- Only candidates who meet the requirements should apply;
- Correspondence will be entered into with shortlisted candidates only;
- CV`s from Recruitment Agencies will not be considered.
- Applications received after the closing date will not be considered.
- Submit your comprehensive C.V with qualifications attached to the following email address: Recruitment@africanpg.co.za

CLOSING DATE 30 NOVEMBER 2026



NLC WELCOMES APPLICANTS WITH DISABILITIES.

DISCLAIMER- POPIA

By applying for NLC's contract position, you expressly give NLC consent to process your personal information stored in our history of all who have applied, in accordance with the Protection of Personal Information Act 4 of 2013 ("POPIA"), the NLC Human Capital Policy/Procedures, the NLC's POPIA Policy and the NLC's Privacy Policy. These documents set out why the NLC needs the personal information, what the NLC will do with it, and with whom the NLC will share it. Note that we will not further process the personal information stored automatically in this portal.