

Francophone Junior HR Business Partner

Overview

WorldsView™ Technologies, is an expanding pan Africa IT distributor of design software. We are looking for a dynamic Francophone Junior HR Business Partner who will join our company for 8 to 9 months in a fixed contract position (maternity leave replacement). This is a unique opportunity to participate in our evolution and to boost your career both in South Africa and Africa in general. The Francophone Junior HR Business Partner candidate will be responsible for participating in people recruitment, development and retention in the French speaking countries in Africa. The role includes recruitment and selection, development and retention, administration and reporting for the Francophone region.

About the job

As the Junior HR Business Partner for the Francophone region at WorldsView Technologies you will be expected to work effectively as part of a diverse project team of Business Partners and be capable of working under considerable operational pressure. The suitable candidate will provide support to the Francophone region in Africa:

- Facilitating and supporting the attraction, recruitment and selection of highly capable employees and resellers;
- Working at retaining employees/resellers and developing an effective, results-oriented regional operations committee;
- Resolving all the administration queries (compliance, communication and CDF budget);
- Integrating reporting of functional and regional operations into the business cycle, communicating with accuracy and insight.

About the person

The successful candidate must have the following qualifications and experience:

- A completed 3 year B Com Human Resource/Industrial Psychology or Similar Business degree;
- At least 1 year experience in recruitment agency environment;
- Previous work experience in a fast paced environment and a complex matrix structured organisation would be an advantage;
- Experience within the software industry would be an advantage;
- Previous work experience in an international and multi-cultural environment would be an advantage;
- Proficiency in French AND English, both verbal and written;
- Understands the role of HR Business Partner in improving business performance;
- Strong PC Literacy and proficiency in MS Word, Excel, Outlook & PowerPoint.

Skills and abilities:

- Planning & organising;
- Time management;
- Detail oriented;
- Problem Solving;
- Communication – verbal and written;
- Deadlines driven;
- Stress tolerance;
- Relationship builder;
- Proactive and confident;

- Dynamic and enthusiastic.

Monthly Contract Package:

TCTC R8,000 – R12,000

How to apply:

If you are interested and would like to participate in changing the story of Africa, please submit your application by sending your CV in English (2 pages maximum) and a cover letter to Laura Rogez at recruitment@worldsview.co.za

If you have not received a response within 3 weeks of your application date, please consider your application unsuccessful.