



**Harambee Youth Employment Accelerator** is a not-for-profit social enterprise building African solutions for the global challenge of youth unemployment. We work in South Africa and Rwanda with many partners who are committed to results that can work at scale – including government, the private sector, civil society, and **over 1.5 million youth**.

**Harambee** is an anchor partner in a breakthrough platform called **SA Youth**. It is part of the **Presidential Youth Employment Intervention** – a coordinated strategic national plan, announced by President Ramaphosa in his 2020 SONA, that sets out priority actions to address the youth unemployment challenge in South Africa by creating opportunities for young people at scale.

**SA Youth** brings together many partners to create a single national network to allow young people to access a wide selection of earning and learning opportunities, and for opportunity holders to access young engaged work-seekers – for free!

Our staff complement of almost 500 motivated people continues to work both on-site and remotely in a fluid and vibrant environment to tackle the challenges of a country where over 50% of young people are unemployed.

**Winner of the 2019 Skoll Award and 2019 Conscious Companies Award.**

**#changeistheonlyconstant**



**Learn more about Harambee Youth Employment Accelerator:**

[Harambee Overview](#)

[Changing the System](#)

[What is SA Youth](#)

[www.harambee.co.za](http://www.harambee.co.za)

# JOB OPPORTUNITY SPECIFICATIONS

## POSITION

Facilities, Infrastructure and Security Team Leader

## LOCATION

Johannesburg

## THE ROLE

Are you passionate about leading a team? Do you thrive on problem solving and inspiring and motivating others to always perform at their best? The Facilities, Infrastructure and Security (FIS) Team Leader position is an opportunity to do this on a daily basis. As the Team Leader you will be responsible for providing quality and efficient customer service through the daily management of a team of employees. Some of the responsibilities of this role includes coaching and supporting, managing on the ground and remotely, effective communication across multiple levels and formats, motivating, recognising, rewarding, and problem solving.

## WHAT THE ROLE ENTAILS (RESPONSIBILITIES)

The main purpose of this role is to play a leadership role to a multi-facetted and dynamic team:

- Daily management of individual team members
- Ensuring daily, weekly and monthly reporting and performance targets are proactively managed.
- Ensure that customers (Harambee staff) are kept happy and satisfied by providing prompt response and efficient service at all times
- Ensure a safe and harmonious working environment for all team members
- Ongoing focus on recognition
- Ongoing reinforcement of the Harambee Way of Working
- Build relationships with other functions in the business

## REQUIREMENTS

### **Qualification**

- Matric as a minimum requirement

### **Experience**

- Minimum 1 years' experience in coaching and people development
- Effective reporting and leading of team meetings
- Experience in maximising performance within a dynamic team

### **Knowledge**

- In depth knowledge of performance management
- Ability to manage and motivate staff
- Knowledge in MS Word, Excel and Outlook
- Basic facilities knowledge

### **Behavioural**

- Enthusiastic, energetic and self-aware
- Must lead by example on the behavioural scores for candidates (punctuality, discipline, energy, positive attitude and curiosity)
- Ability to manage difficult situations and development conversations with tact
- Professional, mature and calm under pressure
- Able to use discretion and deal with sensitive information in a confidential and professional manner
- Solutions-oriented

### **Skills**

- Analytical, logical and innovative in identifying solutions
- Strong planning and organisational skills for effective implementation
- Strong people support and management skills
- The ability to persuade, influence and lead in a cooperative manner
- Solutions-oriented approach to identify opportunities in change
- Strong outcome-based drive and focus
- Disciplined, creative, responsive and proactive
- Have attention to detail
- Good written and verbal communication skills
- Good problem-solving skills
- Ability to multi-task
- Ability to work independently
- Ability to handle pressure
- Ability to simplify and effectively delegate complex projects

Apply for this position by sending your CV to [recruitment@harambee.co.za](mailto:recruitment@harambee.co.za), including the position you are applying for in the subject line.

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