

VACANCY/ADVERT

JOB TITLE	:	General Manager: Quality Assurance
REFERENCE (Use this in your email subject line)	:	GMQASEPT2026
DEPARTMENT	:	QUALITY ASSURANCE
TYPE OF CONTRACT	:	FIXED - TERM UNTIL 31 MARCH 2030
TOTAL PACKAGE	:	AS PER APPROVED GRADE
LOCATION	:	DUNKELD WEST, JOHANNESBURG
CLOSING DATE	:	16 SEPTEMBER 2026 at 16H30
PURPOSE	:	Provides strategic, results-driven leadership for the quality assurance lifecycle of the SETA's learning programmes and the institutionalization of an integrated Quality Management System (QMS) across the organisation. The incumbent is directly responsible for spearheading the timeous revision and registration of industry-led qualifications and trades, eliminating operational waste, and ensuring meticulous document management to achieve and maintain clean audit outcomes. Additionally, the role drives robust risk management frameworks across qualifications and learnership programmes within the FP&M SETA subsectors.
QUALIFICATIONS, EXPERIENCE, COMPETENCIES & SKILLS	:	• A master's degree or equivalent post-graduate qualification • Project Management qualification added advantage • Advanced, deep-seated understanding of Government's national skills development strategies and the statutory mandate of SETAs. • Proven track record in Qualifications Development and direct working experience with SAQA frameworks. • Thorough, working knowledge of QCTO, NAMB, and associated sector-specific legislations and processes. • Qualifications Development and SAQA Background • At least five years' senior management experience • Ability to strategise, lead, plan and manage change • Initiative and strong organisational skills • Strong time management skills • Excellent verbal, communication and report writing skills • Good interpersonal skills • Ability to work under pressure • Work in a team-oriented and cross functional environment. • Negotiation and decision-making skills

Gauteng

KwaZulu Natal

Western Cape

Dunkeld West, Randburg,
Johannesburg, 2196
PO Box 31276, Braamfontein, 2017
Tel: 011-403 1700; Fax: 011-403 1718

7 Derby Downs Office Park,
Westville - Durban,
PO Box 935, Pinetown, 3600
Tel: 031-702 4482; Fax: 031-7024113

145 Sir Lowry Road,
Woodstock, Cape Town
PO Box 351, Woodstock, 7915
Tel: 021-462 0057; Fax 021-462 0039

BEHAVIOURAL DIMENSIONS REQUIRED	:	• Brand leadership • Positive influence capabilities • Independence • Precision • Cognitive application of coherent principles • Confidentiality
KEY PERFORMANCE RESPONSIBILITIES		Leadership role • Drive end to end QA effective and efficient business results-based leadership • Proactive and results driven stakeholder and partnership management • Provide leadership and ensure efficient and effective management of staff and resources within the division • Design the budget, including effective allocation and utilization of financial and IT resources • Direct and accelerate divisional operations to successfully deliver 50 qualifications within an 18-month timeframe. • Ability to execute the WIL such that trained learners are absorbed by industry Policy development and review • Develop and review qualifications and learnerships policies and procedures Regulatory compliance • Drive industry qualifications and development • Develop and implement learning programmes • Quality assures and certification of industry learning programmes • Organise framing for occupations • Preparation and reporting on the progress realized on the departmental annual, quarterly, and monthly targets Reporting • Verify and produce credible monthly and quarterly departmental reports to be submitted to CEO • Proactive management and timeous reporting of qualifications, trades, learnerships, artisans and learning programmes Audit and Risk • Liaise with Auditors and manage audit process, while ensuring that all recommendations from Auditors are adequately addressed • Identify and mitigate risks Administrative duties • Recommend regional accreditation for approval • Provide continuous leadership, supervision, training, and development of divisional staff ensuring an effective and motivated team • Performs related work as required. • Perform any other duties as assigned by the CEO Performance Management • Ensure knowledge transfer and capacity building of Quality Assurance staff • Manage the performance of staff assigned to the department

		• Liaise with the HR division in conducting performance appraisals and ensure competency and training gaps are addressed
CONTACT PERSON	:	<i>PK NAICKER</i>
DATE CIRCULATED	:	<i>09 September 2026</i>
CLOSING DATE	:	<i>16 September 2026 at 16H30</i>
TEL NUMBER / E-MAIL	:	<i>031 702 4482</i>

NB: CVs should be forwarded to recruitment@fpmseta.org.za. **Please specify the position reference number GMQASEPT2026 in the subject line.** The FP&M SETA encourages suitably qualified historically disadvantaged individuals (HDIs) to apply. The SETA reserves the right to amend the advert and not to make an appointment. Should you not receive correspondence from us 8 weeks after closing date, please consider your application as unsuccessful. Only Shortlisted candidates will be contacted.

Please note that any personal information submitted to FP&M SETA will be processed within the scope of your application and, if your application is successful, for the performance of your subsequent employee relationship. Your personal information will be processed as per the requirements of the Protection of Personal Information Act, No 4 of 2013. Although submission of your personal information is solely at your discretion, we will unfortunately not be able to consider your application if we are not furnished with the required information or records

Only candidates who meet the criterion need to apply and please attach your CV and certified copies of ID and Qualifications not older than 6 months.