

EXECUTIVE MANAGER – BUSINESS DEVELOPMENT (5-YEAR FIXED TERM CONTRACT)

JOB GRADE: E1

PURPOSE OF THE JOB

The Executive Manager: Business Development will provide the strategic and managerial input on Investor Attraction issues necessary to ensure the commercial and infrastructure effectiveness, commercial and physical viability, property portfolio development and management, growth and suitability of investor/tenant occupancy, and sound corporate governance as well as attractiveness of the Tshwane Automotive Special Economic Zone as an investment destination.

KEY RESPONSIBILITIES

People Management and Development

- Provide input into workforce planning and implement approved labour plans to ensure team is suitably staffed to meet sub-functional objectives.
- Implement and manage all people development initiatives such as performance management, succession planning, talent management, etc. to ensure team performance meets required standards.
- Plan, organise, lead and control subordinates' activities to ensure sub-functional objectives are met or exceeded.
- Ensure effective communication within department.

Human Capital Performance

- Managing the performance of staff by embracing the values of TASEZ to ensure effective and productive performance of staff.
- Guiding, coaching, and developing staff and adhering to relevant policies and procedures to manage staff performance.

Ensure Investment Attraction

i. Ensuring investment targeting

- Developing an investment promotions strategy and ensuring implementation thereof.
- Identifying investment opportunities per sector and per country.
- Ensuring sectoral studies are conducted.
- Ensuring targeted investment/business missions are conducted.

ii. Ensuring investment promotion

- Direct marketing campaigns.
- Creating investment selection policies.
- Developing an advertising plan.
- Developing Memorandum of Agreements.
- Ensuring project opportunities are packaged.

- Ensuring that a database of potential investors is created.
- Interacting with industry.
- Attending marketing and promotion events.
- Developing concept documents.

iii. Ensuring investment facilitation

- Ensuring that a one-stop facility is provided to pipeline and potential investors.
- Ensuring that on-going support is provided to pipeline and potential investors.

iv. Customer Attraction:

- The development of a coherent customer attraction strategy, the setting-up and maintaining of a customer attraction which will provide the market positioning and customer prospect development needs of the TASEZ Corporation effectively and efficiently.

v. Business Analysis

- The setting-up and maintaining of a Business Analysis function which will provide the specific support to the potential investors attracted by the TASEZ, to fully incorporate the competitive advantages of the location into the feasibility studies of the potential investors, as well as to assist with the development of the service offering of the TASEZ to ensure attractiveness to investors.

Ensuring investment after-care

- Ensuring that on-going support is provided to SEZ enterprises during the operation of an SEZ entity.
- Oversight of a mechanism which controls the process of progressing a prospect through the sales process, ensuring that proper focused contact is retained, and the customer relationship is nurtured.
- The development and execution of effective and focused after-care program for the TASEZ that will ensure easy investor settlement. The outcome is envisaged to be more repeat business, referrals and expansions generated from existing tenants.

Enterprise Development Portfolio

- Provides overall leadership in consultation with the Skills Development Manager to the Skills Development and Training Unit. Ensuring the impact of the Skills Development Programmes and Projects in TASEZ are visible.
- Provides overall leadership in consultation with the SMME Manager to the SMME Development Unit. Ensuring the SMME Programmes and Projects in TASEZ are implemented.

Ensure Export Development & Promotion

- Gathering market intelligence.
- Conducting primary market research.
- Conducting an industry sector analysis.
- Identifying markets with potential and export opportunities.
- Match potential exporters with foreign buyers.
- Developing product (service) and promotion of incentives.

Budget and Risk Control

- Developing and implementing an annual procurement plan and budget, and monitoring and reviewing expenditure.
- Identifying, mitigating and managing potential business risks in relevant business unit.
- Developing policies and procedures in relevant Business Unit which ensures alignment and compliance with relevant legislation.
- Supporting SHE policies & procedures and ensuring compliance thereto.

COMPETENCIES/KNOWLEDGE

KNOWLEDGE

- Knowledge of Stakeholder And investor facilitator
- Knowledge of ESD and MSME Development
- Knowledge of Strategic Business and Investment case Development
- Knowledge and interpretation of economic indicators and trends.
- Knowledge of national, provincial, and local economic development policies.
- Automotive Sector Expertise, Infrastructure development
- Mastery of SEZ Regulator Framework and Zone Development
- Knowledge of project development and financial modelling
- Knowledge of industry trends (e.g., manufacturing, Automotive investment services).
- Understanding of various funding alternatives for locators.
- Government Framework (Strategy and Annual Performance Frameworks).
- Project Management on large Scale Development

SKILLS

Planning and organizing skills	Analytical skills
Numerical skills	Negotiation skills
Project management skills	Strategic Decision-making skills
Leadership skills	Presentation skills
Communication skills	Building relationships and partnerships
General Business Acumen	

ATTRIBUTES

- Ability to work in harmony with co-workers
- Honesty
- Flexibility
- Strong work ethic
- Persistence & Determination

QUALIFICATIONS

- Bachelor's degree (NQF7) in Business Development (e.g., Business Investment/ Business Financial Analysis) or related field.
- Postgraduate qualification (NQF level 8) in Business Development Finance/ Investment) or related field.
- Master's degree in business development or development finance/ Investments.

MINIMUM WORK EXPERIENCE

- a) A minimum of least 12-15 years working experience in a large or medium sized Infrastructure development organisation.
- b) At least 7-10 years' experience in senior management or executive-level management.
- c) Experience in industrial Zones, SEZs functioning and legislation, manufacturing environments or large-scale infrastructure development operations.
- d) Strategic management with strong financial and commercial acumen.
- e) Extensive understanding and experience in funding and management of large capital projects.

APPLICATION PROCESS

Qualifying candidates can send their comprehensive CVs, Covering Letter, Certified Copies of SA ID and Qualifications and Three (3) Contactable References to recruitment@tasez.co.za

CLOSING DATE

The closing date for applications is **22 May 2026**

Kindly note if no feedback has been received within 30 days of closing date for the above-mentioned position, the applicant may consider their application unsuccessful.