

# Executive: Research and Development

## Ref: GEMS0134



The position of **Executive: Research and Development** is vacant. The **Executive Research and Development Officer** will report directly to the Principal Officer and forms part of the Research and Development Division. The position is based in Pretoria and is a fixed term contract of employment for a period of five (5) years.

The total remuneration package will be market-related and is negotiable, based on qualifications and experience.

This function is responsible for the Research and Development at GEMS and includes product development, knowledge management and actuarial and analytical services.

The **Executive: Research and Development** will be required to provide support to the **Principal Officer** through the implementation of the following **Key Performance Areas (KPA's)**:

- Develop and integrate an overall Research and Development strategy and operational plan in line with the Scheme's strategic plan, rules and legislation.
- Provide strategic direction and drive the execution of the Research and Development strategy.
- Enhance the Scheme's competitive position, ensuring sustainability.
- Manage and direct the Research and Development programmes to meet the Scheme needs and to capitalise on potential new product development and benefit design.
- Establish and implement Research and Development procedures and techniques.
- Oversee research projects, analyse results and provide recommendations based on findings.
- Assess the scope of research projects and ensure timeous delivery.
- Provide Research and Development services to all divisions.
- Manage and oversee the operational budget for Research and Development activities.
- Manage the procurement for the Division, ensuring alignment with policies and standards.
- Ensure that quarterly strategic, operational, risk management and monthly budget reports are managed.
- Identify and manage strategic projects, related to Research and Development.
- Oversee the implementation of processes, policies and interventions which are aligned to the Research and Development division.
- Develop and improve innovative products and services to transform the healthcare industry.
- Oversee the gathering and analysis of data, ensuring alignment with regulations and strategic objectives.
- Analyse data reports to identify trends to improve product development and growth strategies.
- Become a go-to centre for knowledge and Intellectual Property for the Scheme, as well as strategically coordinate the sharing of information in collaborative projects.
- Responsible for building and evaluating new underwriting tools and predictive analytical models to quantify their impact.

### Qualification requirements are:

- Master's degree in Research and Development or equivalent in a related field.
- Twelve (12) years of functional experience with at least five (5) years in a highly strategic R & D senior role, including staff supervisory, budgetary and management responsibility.
- Experience within the Healthcare industry.
- Knowledge of ISO Standards.

### Behavioural Competencies

- Negotiation and influencing skills.
- Excellent verbal and written communication skills.
- Good analytical problem-solving skills.
- Good leadership skills fostering excellence.
- Ability to think strategically and formulate operational plans.
- Ability to integrate and manage large projects.
- Ability to think conceptually and deal with complex problems.
- Maintains awareness of new trends and developments in the field.
- Stakeholder relationship management.
- Responsible, reliable, results-driven and action-orientated.
- Ethical, resilient and member-centric.
- Innovative and collaborative.

**Should you be interested, please apply by emailing your Word format CV to [khudu@leboconsulting.co.za](mailto:khudu@leboconsulting.co.za).**

**The closing date for applications is 18 November 2017.** Should you not hear from us by 31 December 2017, please consider your application unsuccessful.

GEMS employs people with the highest level of integrity – submission to the appropriate pre-employment assessment is obligatory to be considered for the position.