



JOB DESCRIPTION

Business Lead

REPORTING TO:

Managing Director Rhiza Ventures

JOB LOCATION:

Rosebank, Johannesburg

EMPLOYMENT STATUS:

Full-time (50-60k negotiable)

START DATE:

Flexible

POSITION DESCRIPTION

What is the overall purpose and objective of this position?

The Business Lead will be responsible for driving business growth, operational excellence, and financial sustainability. This includes leading learnerships, skills training, and BPO integration programs while managing corporate relationships, ensuring compliance with BBBEE and SETA regulations, and expanding impact-driven initiatives.

RESPONSIBILITIES & DUTIES

List of tasks and responsibilities:**1. Business Growth & Corporate Partnerships**

- Develop and execute a growth strategy to secure corporate partnerships, QCTO/ SETA funding, and BBBEE-aligned partnerships.
- Strengthen relationships with corporates, government agencies, and donor organizations to scale learnership and BPO initiatives.
- Identify emerging skills gaps in the South African and global job market to enhance program offerings.
- Represent Tabula Rasa in BBBEE, education, and employment forums, advocating for youth skills development.

2. Operations & Program Delivery

- Oversee learnership implementation, youth recruitment, and training/ skills development programs delivery across various industries (IT, BPO, Agriculture, etc.).
- Ensure seamless integration of training with BPO job placements, especially for international clients (e.g., Netherlands-based partners).

RESPONSIBILITIES & DUTIES (cont.)

- Monitor and improve learner performance, program completion rates, and employment outcomes.
- Implement quality assurance systems for training, project management, payroll, and hosting of learners.

3. BBBEE Compliance & SETA Accreditation

- Ensure full compliance with BBBEE Skills Development, ESD, and SED scorecard requirements.
- Manage SETA accreditation and reporting for all learnerships and skills development programs.
- Keep abreast of legislative changes, employment incentives (e.g., ETI, YES Initiative), and new funding opportunities.

4. Financial & Revenue Management

- Develop and oversee the company's financial strategy, ensuring profitability and sustainability.
- Secure corporate skills development budgets and leverage QCTO/ SETA funding streams for program expansion.
- Monitor financial performance, ensuring cost-effective program delivery and strategic resource allocation.

5. Stakeholder & Community Engagement

- Build and maintain strong relationships with township-based organizations, youth employment initiatives, and education providers.
- Advocate for inclusive employment opportunities, with a focus on individuals from disadvantaged backgrounds and those living with disabilities.
- Establish mentorship, alumni networks, and career pathways for graduates of Tabula Rasa programs.

6. Leadership & Team Development

- Lead, mentor, and manage a team of trainers, facilitators, program coordinators, and BPO supervisors.
- Foster a high-performance, mission-driven organizational culture that aligns with Tabula Rasa's values.
- Drive staff capacity-building initiatives to ensure continuous improvement in program delivery.

Key Requirements

Education & Experience

- Bachelor's degree in business administration, Education, Development Studies, IT, HR, or related field (Postgraduate qualification preferred).
- 8+ years of leadership experience in skills development, youth employment programs, or corporate BBBEE compliance.
- Strong understanding of BBBEE legislation, SETA funding mechanisms, and South African labor policies.
- Experience in Business Process Outsourcing (BPO) or digital skills training is highly advantageous.
- Proven track record in corporate partnerships, funding acquisition, and stakeholder engagement.

SKILLS & COMPETENCIES

- **Strategic Thinking** – Ability to align business objectives with BBBEE, youth employment, and BPO strategies.
- **Business Acumen** – Strong financial management skills, understanding of SETA funding, and revenue diversification.
- **Stakeholder Management** – Ability to engage and secure partnerships with corporates, government, and international clients.
- **Operational Excellence** – Strong leadership in program implementation, training delivery, and impact measurement.
- **Leadership & Team Management** – Experience managing diverse teams across education, IT, and BPO sectors.
- **Innovation & Problem-Solving** – Ability to develop creative solutions for youth employment and skills development.

WHY JOIN TABULA RASA?

- Lead a **high-impact organization** that transforms the lives of unemployed township youth.
- Be part of a **fast-growing company** that combines **skills development with BPO integration**.
- Work at the intersection of **social impact, digital transformation, and corporate BBBEE compliance**.
- Build and expand **strategic partnerships with international businesses and South African corporates**.

Company Overview

Tabula Rasa is a purpose-driven Skills Development and Business Process Outsourcing (BPO) company dedicated to empowering unemployed youth from South African townships and rural areas. Our accredited learnerships and short-term placement programs equip young people with high-demand skills in Information Technology (IT), Cyber Security, Data Analysis, Search Engine Optimization (SEO), Early Childhood Development (ECD), Agriculture, and Business Process Outsourcing (BPO).

Through our strategic corporate partnerships, we create real economic opportunities while helping businesses achieve their BBBEE Skills Development, Socio-Economic Development (SED), and Enterprise & Supplier Development (ESD) goals.

HOW TO APPLY

Send your CV and Cover Letter to: recruitment@rhizaholdings.co.za

Please include the position you are applying for in the subject line.

If your application is not successful, you will not be contacted.