

INSETA Career Opportunity

The Insurance Sector Education and Training Authority (INSETA) has the following internal vacancy for a **Researcher** based at INSETA offices in Gauteng. Applications are invited from suitable candidates. No application will be considered that does not fulfil the minimum requirements.

RESEARCHER – JOB GRADE C4 Reporting line – Skills Development Manager Permanent position

Job Purpose:

INSETA is looking to appoint an experienced researcher in the area of research writing, reporting and data analysis. To drive the Research agenda of INSETA in the following areas:

- Collating and consolidating the sector skills plan research information
- Drafting the sector skills plan report in line with the research framework
- Conducting new research on the supply and demand for skills in the subsectors
- Initiating and conducting surveys with INSETA stakeholders and preparing the report from the information
- Supporting INSETA with ad hoc research assignments

Qualifications requirements:

- Minimum Qualification required – Degree, Preferably in Social Science or Research
- Qualification preferred - Honours and Masters

Minimum Experience requirements:

- Minimum 5 years working experience with SETA research
- Must have produced research reports for the insurance or related services sector
- Must have experience in dealing with and interviewing senior executives of companies
- Must be experienced in drafting interview questionnaires

Understanding of:

- National Skills Development Strategy III, April 11 to March 2016.
- Understanding of the Insurance sector environment
- Compulsory that incumbent has read the INSETA SSP and understands the focus.

Skills / Competencies and Knowledge

- Writing and Reporting
- Editing of research reports

Applicant must have

- Drivers Licence and own vehicle

Applicant must be available to work overtime and weekends as and when required.

Remuneration: Patterson Job Grade **C4**

INSETA is an equal opportunity employer and preference will be afforded to candidates in terms of our Employment Equity Plan.

Please email your **CV** to vacancies@inseta.org.za, clearly stating the position you are applying for.

Closing date: **11 October 2020**

If you have not been contacted within 6 weeks of the closing date, please regard your application as unsuccessful. Correspondence will only be with short-listed candidates. INSETA reserves the right not to fill any position advertised.