



Wits Commercial Enterprise (Pty) Ltd

(Registration No: 2002/008461/07)

3rd Floor, The PDH

92 Empire Road

Braamfontein

South Africa

PO Box 514,

Wits, 2050

Position Title	Research Business Development Manager – Faculty of Engineering and Built Environment
Organisation	Wits Commercial Enterprise (Pty) Ltd (“Wits Enterprise”); a wholly owned subsidiary of the University of the Witwatersrand, Johannesburg
Reporting to	Director: Research Support and Consulting Unit

Purpose/Description of Job

To actively grow the portfolio of contract research and consulting projects conducted by researchers in the Faculty of Engineering and Built Environment (FEBE) by sourcing funding opportunities, assisting researchers to draft proposals, constructing budgets and structuring projects.

To ensure that each project is properly and efficiently resourced with project management, coordination, finance and legal support from Wits Enterprise and complies with Wits Enterprise’s project standards.

To build the Faculty portfolio and actively seek multidisciplinary cross-faculty projects as a member of the Wits Enterprise Research Business Development team.

To be based within the Faculty and work closely with the Faculty Dean and Assistant Dean of Research (ADR), while reporting to the Wits Enterprise Director: Research and Consulting Support.

To build and maintain networks of faculty-based researchers with industry, government and other research funders, both locally and internationally.

The core focus of this position will be on sourcing external funding opportunities and growing the portfolio of external clients and externally funded projects and research outputs within FEBE, supported by Wits Enterprise.

Activities and Responsibilities

- Sourcing of research and consulting opportunities within the fields of Engineering and Built Environment
- Development of funding proposals
- Developing budgets for funding proposals
- Co-ordination and submission of tenders
- Project performance monitoring and reporting
- Marketing activities within Faculty and to external stakeholders
- Supporting project implementation process
- Driving externally funded research outputs and publications within FEBE

- Developing and maintaining FEBE's client relationships and overall client database
- Other duties related to the scope and nature of the abovementioned work.

Minimum requirements

- A tertiary qualification (NQF 8 / Honours Degree or NQF 9 / Master's Degree) preferably, but not necessarily, in an Engineering, Science or Technology-related discipline
- At least 5 years working experience in one or more of research / research management / research funding / research business development / project management

Desirable experience and qualifications

- A tertiary qualification (NQF 10 / PhD)
- 8 years working experience in one or more of research / research management / research business development / research funding/ project management.
- An additional qualification in Marketing / Legal / Business or Business Management / Innovation

Competencies (Knowledge, Skills and Behaviours)

- Research and development experience ideally in multi-and trans-disciplinary environments.
- A good understanding of Engineering and the Built Environment and its research and development landscape.
- Knowledge of contract research, directed research and consulting.
- Understanding of both the commercial and the university environments.
- Good writing skills with ability to prepare research and consulting proposals and tenders.
- Understanding of project pricing and project costing and ability to negotiate.
- High degree of communication skills with particular ability to create and maintain networks.
- Ability and track record of writing successful proposals and tenders.
- High degree of computer literacy in MS Office Suite.
- Understanding of reporting and ability to both produce reports and present at Executive Level
- Ability to work effectively in and with multi-, cross and trans-disciplinary teams, in both contributory and leadership roles, across all organisational levels yet without explicit executive authority, and in both face-to-face and virtual scenarios.

To apply please submit a covering letter clearly outlining your skills and experience, indicating the post that you are applying for, together with a CV and the names and contact details of at least three (3) references to: The CEO, Wits Enterprise, by email to recruitment.witsenterprise@wits.ac.za

Closing date: Friday, 8 January 2021 (close of business)

Wits Enterprise pursues the principles of employment equity and reserves the right not to make an appointment.