

**CBE Head Office**

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The **Council for the Built Environment (CBE)** is a statutory body established under the Council for the Built Environment Act (No. 43 of 2000). It is an overarching body that coordinates the six councils for the built environment professions - architecture, engineering, landscape architecture, project and construction management, property valuation and quantity surveying - for instilling good conduct within these professions, transforming them and advising the South African government on built environment related issues.

**SENIOR RESEARCHER**

***(Total cost to company: R819 999.42 per annum)***

The Council for the Built Environment (CBE), located in Menlyn, Pretoria, has the above permanent position available for immediate appointment:

**PURPOSE:**

To analyse policy and undertake research order to provide advice on various issues pertaining to the built environment.

**KEY RESPONSIBILITIES:**

**CONDUCT RESEARCH**

- Conducts policy analysis on strategic initiatives undertaken by organisations equivalent to CBE and clarifies research brief.
- Conducts research and analysis of policy according to approved Terms of Reference.
- Develops problem statement/research hypothesis.
- Defines research scope (in-source or out-source) and objectives.
- Develops and implements technical project management tools such as plans, schedules, project estimates, resource plans and Research & Policy document.
- Develops responsibility and compliance matrices.
- Undertakes desktop research utilising computerised statistical analysis programs as well as field investigation on built environment issues.
- Interfaces with all stakeholders affected by the project.
- Conducts project meetings and undertakes project tracking and analysis.

- Ensures adherence to quality standards and reviews project deliverables.
- Provides technical and analytical guidance to project team.
- Recommends and takes action to direct the analysis and solutions of problems.
- Publishes research findings in refereed publications where necessary
- Mentors and coaches researchers to increase research output

## **STAKEHOLDER RELATIONSHIP MANAGEMENT**

- Establish partnerships with reputable institutions contributing to the Build Environment.
- Manages relations with all stakeholders.
- Manages relationships in accordance with policies and procedures.
- Facilitates stakeholder engagements on issues pertaining to the built environment Professions.
- Ensures and enables clear and open communication between stakeholders and CBE.
- Influences policy in the build environment through representation of the CBE.

## **CBE REPRESENTATION**

- Identify knowledge management research institutions in the built environment
- Represents CBE on matters pertaining to the built environment profession where necessary.
- Contributes to the Build Environment Science by influencing the industry
- Keeps abreast of national and international best practices to guide research.

## **POLICY ANALYSIS**

- Develops articles for publication.
- Supports policy review on issues affecting built environment as required by the relevant Legal and Regulatory Stakeholders.
- Preparation of position papers on policy issues.
- Identify and present policy issues affecting built environment industry
- Support survey research on policy reviews
- Gather policy related matters to assist CBE's planning processes



- Monitor the implementation of policies by the built environment sector

### **REQUIREMENTS AND COMPETENCIES:**

- Master's Degree in the Build Environment or Related Industries (NQF 10)
- Doctoral Qualification in the Build Environment or Related Industries (NQF 10) will be an added advantage
- Five (5) Experience in Build Environment, Research, and associated disciplines, preferably with refereed publication experience.
- Research Methodology Skills
- Analytical Skills
- Relationship Management Skills
- Project Management Skills
- Publication Skills
- A valid driver's license

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*Applications must be submitted with a detailed CV quoting the title of the position, by e-mail on [hradmin@cbe.org.za](mailto:hradmin@cbe.org.za) by **26 October 2018**. Applicants not contacted within four (4) weeks of the closing date should consider their application unsuccessful. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). The successful applicant will be required to undergo competency assessment. The CBE reserves the right not to make an appointment. People with disability are encouraged to apply.*