

Company:	Momentum Health
Location Country:	South Africa
Position:	Business Manager: Occupational Health Nursing
Location:	Gqeberha
Position Type:	Permanent
Remote Opportunity:	None of the time
Introduction:	Through our client-facing brands Momentum Group, with Multiply (wellness and rewards programme), and our other specialist brands, including Guardrisk and Eris Property Group, the group enables business and people from all walks of life to achieve their financial goals and life aspirations. We help people grow their savings, protect what matters to them and invest for the future. We help companies and organisations care for and reward their employees and members.
Role Purpose:	The Business Manager is accountable for the comprehensive management of personnel and service delivery across all client engagements. This role ensures the effective implementation of strategic solutions that support the achievement of financial and contractual objectives, while driving operational sustainability and business growth.
Requirements:	• A Matric/National Senior Certificate is essential • Degree / Diploma in Occupational Health Nursing is essential • Certificates in Audiology and Spirometry are essential • A Dispensing Course certificate is advantageous • Valid South African Nursing Council (SANC) Registration as an Occupational Health Practitioner is essential • Valid registration with the South African Society of Occupational Health Nurses (SASOHN) is essential • A minimum of 3 years' experience in an Occupational Health leadership position is essential • Previous client relationship management experience is highly advantageous • At least 5 years' experience in an Occupational Health environment is essential • It is essential to have a valid driver's licence and own insured vehicle – position involves travelling • Experience in safety & risk, auditing and project management is advantageous

	• Knowledge and understanding of standard operating practices in Occupational Health • Proficiency in Microsoft 365 is essential
Duties:	CLIENT • Build and maintain relationships with clients and internal and external stakeholders. • Actively engage and conduct site visits with clients and clinics. • Ensure all clients have a formal key performance indicator and quarterly KPI meetings. • Deliver on service level agreements applicable to clients and internal and external stakeholders in order to ensure that client expectations are managed. • Deliver on ad hoc requests from clients (including, but not limited to wellness days, service to non-clients and wellness talks etc.) and ensure that expectations are clear and well managed. • Make recommendations to improve client service and fair treatment of clients within area of responsibility. • Participate and contribute to a culture which builds rewarding relationships, facilitates feedback and provides exceptional client service. • Continuously monitor turnaround times and quality standards and resolve issues speedily to enhance client service delivery. • Drive client service delivery goal achievement in line with predefined standards in order to create an environment that focuses on best practice. • Manage client query processes and ensure that queries are tracked, accurately resolved and used as a mechanism to improve client service and business processes. • Compile and present annual reports to senior management of clients. PEOPLE • Create a positive work climate and culture to energise employees, give meaning to work, minimise work disruption and maximise employee productivity. • Management of the operations of the team which includes planning, reporting, attending meetings and rewarding and recognising employee performance. • Demonstrate exemplary leadership behaviour, through personal involvement, commitment and dedication in support of organisational values. • Select and recruit suitably qualified talent in line with Employment Equity principles and Company values.



	• Drive a culture that guides and directs best practice, fostering an environment of continuous learning, improvement and cohesiveness. • Enable a learning and growth culture whereby information regarding successes, issues, trends and ideas are actively shared between team members. • Execute effective workforce planning practices to ensure that staffing requirements are accurately forecasted. • Identify employee growth and development needs and schedule interventions to enable ongoing development, training and personal growth. • Effectively manage performance within the team in order to ensure business objectives are achieved. • Encourage innovation, change agility and collaboration within the team. FINANCE • Implement and compile the regional budget for all areas to minimise expenditure. • Manage monthly expenditure according to the compiled budget. • Manage monthly invoices (ad hoc and on-site), proforma invoices and bad debt. • Ensure that all proposals and quotations reflect correctly on the appropriate system to monitor and report on financial activities. • Check monthly financial reports and provide feedback to Head of Finance. • Negotiate annual increases of clinics within the Business Unit. • Manage the loading and approval of payroll items for the outsourced locum payroll, temporary and permanent employees.
Competencies:	• Ability to work independently and within a team • Excellent planning and organisational skills • Ability to work under pressure • Excellent written and verbal communication skills • Excellent leadership skills • Goal-orientated and deadline conscious • Excellent listening skills • Ability to perform tasks with integrity and within the ethical standards of the nursing profession • Empathetic and compassionate nature
Contact Person:	Sandisiwe April



Contact Email Address:	sandisiwe.april@momentum.co.za
Closing Date:	5 November 2025
Please email a copy of your CV and relevant certificates in line with the job requirements to sandisiwe.april@momentum.co.za .	
We are committed to Employment Equity, diversity and inclusion when recruiting internally and externally. All appointments are made in alignment to our Employment Equity goals and we encourage people with disabilities to apply.	
Should you not have received a response from us within two weeks of the closing date, please consider your application unsuccessful.	