



Kusekelwa Ukuthuthukiswa Kwamakhono Ezisebenzi Lokusungula Okutsha Okwakulezinsuku Lokusungulwa Kwama -indasitiri

UGWALONDDLELA LWEZINSIZAKALO KULABO ESISEBENZELANA LABO

IZINSIZAKALO (ESIKWENZAYO)

I-Zimbabwe Manpower Development Fund ilomlandu wokuqoqa imali yokuthuthukiswa kwamakhono ezisebenzi eyisilinganiso se-1% kumakampani wonke abhaliswe ngokusemthethweni elizweni leZimbabwe (ngaphandle kwalawo akhululwe ngokusemthethweni), ukuphatha imali eqoqiweyo lokuyabela kuntuthuko zokuthuthukisa amakhono ezisebenzi agoqela inhlelo zocwaningo lokusungula okutsha njengokuqondiswa lugatsha luka Hulumende Olwefundo Yaphezulu Lamakolitsi, Ukusungula Okutsha, Ezesayensi Lokuthuthukiswa Kwezethekinoloji

1. ONGAKUKHANGELELA KITHI

a) Izinsizakalo zohlonzi lwaphezulu

Sizasabela ngokuphangisa. Lokhu kusitsho ukuthi:

- Sizaphendula ucingo ngokuphangisa;
- Nxa umuntu okhuluma laye engenelisi ukuphendula umbuzo wakho, uzaxhumaniswa lomuntu ongakunikeza impendulo efaneleyo;
- Sizaphendula zonke izicelo ezilotshiweyo (Izincwadi, ama-imeyili, ingxoxo zebulunjini)
- Ungethula isikhalazo, sizasihluza anduba sikuphathise. Sihlose ukukunika impendulo ngesicelo sakho kungakadluli ilanga lomsebenzi elilodwa. Sihlose ukulandelela isikhalazo sakho, sikunikeze amanyathelo okuxazulula sibuye sicele umbono wakho ngamaqhinga esiwethulileyo kungakadluli amalanga okusebenza ayisikhombisa (7) semukele isikhalazo sakho. Nxa singenelisi ukukunikeza impendulo epheleleyo phakathi kwesikhathi esibekiweyo, sizakunikeza impendulo engaphelelanga njalo sikwazisa ukuba impendulo epheleleyo uzayithola nini.
- Sizaqhubekela phambili sifundisa esisebenzelana labo ngenguquko lokubazisa ngokuphathelane lemali yokuqeqetsha eyisilinganiso se-1%, ingqubo yokwesulelwa imali lemithetho ngokuqhuba izifundo lokuxhumana labamabhizimusi. Izifundo lezo zizahlelwa ziqhutshwe ngemva kwesibanga esithile kusetshenziswa amahofisi ezabelo ukuze axhumane lalabo esisebenzelana labo.

b) Ubuntu lenhlonipho

Sizakuphatha ngendlela elobuntu langenhlonipho.

c) Izinsizakalo eziqondileyo njalo ezingabandlululiyo

- Sizatholisa izinsizakalo eziqondileyo ngendlela elinganayo.
- Sizaqinisekisa ukuthi silendawo esitholakala khona njalo zifinyeleleka lula.

d) Umlandu

Uzatholiswa ulwazi oluqondileyo izikhathi zonke. Nxa kusenzeka, izisebenzi zethu zizakuchasisela ingqubo esizisebenzisayo zokuthatha izinqumo ngoba zilomthelela kuwe. Nxa singenelisi ukukusiza, sizenza okusemandleni ethu ukukudlulisela kongakusiza. Siqinisekisa ukuqhubeka sithuthukisa izinsizakalo lezinqumo ezihambelana lendingeko zenu.

e) Ubumfihlo

Sizaphatha imininingwane yakho leyenhlanganisano yakho ngobumfihlo. Sizaqoqa, sigcine njalo sisebenzise ulwazi lwakho oluymifihlo ngendlela efaneleyo.

2) ESUKUKHANGELELE KINI

- Ukuphatha izisebenzi zethu ngendlela elobuntu.
- Ubuqotho.
- Ukuqhubeka usazisa ngemininingwane yakho lapho ithe yaguquka ukuze sihlale silemininingwane eqondileyo ngawe
- Nxa kuthe kwadingakala, sazise ngemininingwane yonke phakathi kwesikhathi esibekiweyo.
- Ukusinikeza impendulo lemibono yakho kungakhathalekile ukuthi ngemihle kumbe ngemibi ukuze sithuthukise ukwethulwa kwezinsizakalo zethu okungaba yizikhalazo, ukuncoma lemibono.
- Ukungena imihlangano ehleliweyo.
- Ukulandela zonke izidingo zomthetho lezibopho okumele uzisuthise ukuze wenelise ukuphungulelwa imali.

3) INDLELA ELINGASISIZA NGAZO

- Lisazise izidingo zenu
Lisancedise sizwisisa izidingo zenu ukuze silinikeze izinsizakalo ezifaneleyo. Lingakwenza lokhu ngokuxoxisana lezisebenzi zethu lokuba yingxenye kungqubo esiziqhubayo.

Sazise nxa kuthe kwaba lenguquko kini

Sicela lisazise nxa kulenguquko edinga ukuba siyazi isibonelo, inguquko yemininingwane yokuxhumana.

Sazise ukuba siqhuba njani

Nxa kuthe kwaba lokuthile okukhwabithayo kumbe ongakukhwabithiyo okuphathelane lezinsizakalo zethu, sicela lisazise. Sihlose ukuqinisekisa ukuthi zonke izikhalazo zenu ziyamukelwa. Lingaxhumana lathi laloba yiphi indlela eliyithandayo.

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