



## KWAZULU-NATAL PROVINCE

ECONOMIC DEVELOPMENT, TOURISM  
AND ENVIRONMENTAL AFFAIRS  
REPUBLIC OF SOUTH AFRICA

**Applications are invited from suitably qualified and experienced persons for the following positions.**

<b>DEPUTY DIRECTOR:</b>	<b>RLED BUSINESS ANALYSIS AND PROJECT FINANCE</b>
<b>TOTAL SALARY PACKAGE:</b>	<b>R 908 502 PER ANNUM (All-inclusive salary package to be structured in accordance with the rules of MMS)</b>
<b>SALARY LEVEL:</b>	<b>12</b>
<b>REFERENCE:</b>	<b>DD-RLED BUS ANALYSIS 01/MARCH 2023</b>

**REQUIREMENTS:**

- An appropriate Bachelor's Degree with Majors in Project Finance/ Commerce/Accounting/Business Administration or Economics at (NQF 6/7) as recognized by SAQA.
- A minimum of three (3) years of Junior Management experience focusing on project finance, fundraising, and business analysis or equivalent preferably in a development environment.
- Experience in working with/supporting /advising informal or formal businesses or social enterprises to access resources they may require
- A valid driver's licence
- A post-graduate qualification in the above disciplines would be an added advantage.

**KNOWLEDGE AND COMPETENCIES REQUIRED:** Sound knowledge of legislation, policies, and strategies governing economic development, financial services industry, feasibility studies, business analysis, IDPs, LED plans, Sector competitive plans, project and budget management, research methodologies, understanding of comparative/competitive advantage, macro and KwaZulu-Natal economy. Sound knowledge or understanding of the regulatory framework for Economic development e.g. Small Business Act, Co-operative Development Act, Industrial Development and Special Economic Zones, Financial Services Act, Skills Development Act, PFMA /MFMA, Service Delivery Frameworks, economic and spatial planning policies, and strategies. Ability to interpret and apply policies, advanced knowledge, and application of general management and project management principles. Knowledge of the Constitution of South Africa, Public Service Code of Conduct, and government budgeting and planning processes.

**Candidates should demonstrate excellent Skills in** Advanced communication skills and networking skills, and the ability to communicate at all levels.

- Good report writing and presentation, strategic management, interpersonal relations, time management, coordination, planning and organizing, research, project management, and development skills
- Ability to interact with people at all levels
- Analytical and innovative thinking
- Competence in the financing, budgeting, and expenditure controls is desirable. Computer literacy (especially MS Office package), Strategic planning, negotiating, and programme management. Broad knowledge of service delivery innovation, financial management, People management, and empowerment, problem-solving, and analysis, and client orientation and customer focus.

**KEY PERFORMANCE AREAS:** The incumbent will be required to:

- Provide Project support, development, and financial advice and /or support for Project Managers in PDM
- Provide advice to applicants on the possible project(s) types and project gearing
- Research on financial products and

services that support RLED projects •Develop and maintain relationships with key stakeholders, particularly funding /financial institutions.

**ALL THE APPOINTMENTS WILL BE MADE IN ACCORDANCE WITH THE EMPLOYMENT EQUITY TARGETS OF THE DEPARTMENT. PEOPLE WITH DISABILITIES ARE ENCOURAGED TO APPLY.**


**ENQUIRIES:**

**MR RANVEER PERSAD**

**CONTACT NUMBER:**

**(033) 264 2595**

### **NOTES TO CANDIDATES**

1. The Department of Economic Development, Tourism, and Environmental Affairs is an equal opportunity and affirmative action employer. Applications from candidates whose appointment will bolster the Employment Equity profile of the Department will serve as an added advantage and will be considered favorably; hence candidates from designated groups as defined in the Employment Equity Act are encouraged to apply. 
2. Location: **PIETERMARITZBURG** (Not unless otherwise specified for the post).
3. All information submitted will be treated as confidential. The Department reserves the right to withhold the filling of the abovementioned posts at any time prior to an appointment being made.
4. **All applications must be submitted on the new Application for Employment form (Z83) which became effective from the 1<sup>st</sup> of January 2021 obtainable from any Public Service Department or can be downloaded at [www.dpsa.gov.za-vacancies](http://www.dpsa.gov.za-vacancies)** The form must be completed in full, originally signed and dated. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. An updated detailed CV, as well as copies of qualifications (including Junior/Senior certificate), identity document, and driver's licence where applicable, and any other relevant documents, must be attached. **Such copies need not be certified when applying for a post. Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources.** Should an applicant be in possession of a foreign qualification it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA).
5. **The appointment is subject to a positive outcome obtained from the State Security Agency to the following checks (security clearance, qualification, citizenship, and previous employment verifications). The Department will conduct reference checks with the HR of the current and or /previous employer(s) apart from the referees listed.**
6. Misrepresentation in the application documents will result in automatic disqualification and disciplinary action in the event the candidate has already been appointed. The Department reserves the right not to make appointment(s) to the advertised post(s).
7. Kindly note that Written Exercises/Tests may be used as a shortlisting criterion for some of the positions.
8. **CLOSING DATE FOR RECEIVING APPLICATIONS: 24 MARCH 2023 AT 16H00**
09. Candidates are discouraged from sending their applications through registered mail as the Department will not take responsibility for the non-collection of those applications.

10. Applicants requiring additional information regarding an advertised post must direct their enquiries to the person whose name appears under the post.
11. Due to the anticipation of the volume of applications we will receive in response to this advertisement, correspondence will be limited to short-listed candidates only. Should you not hear from us within four months of the closing date of this advertisement, please accept that your application was unsuccessful. Applicants are informed that applications, copies of qualifications and CVs will not be returned.
12. **Please forward your application, quoting the relevant reference number and the name of the publication in which you saw this advertisement to The Head of Department, Department of Economic Development, Tourism AND Environmental Affairs, Private Bag x 9152, PIETERMARITZBURG, 3200 for the attention of Ms. Nozipho Xolo. Applications may also be hand delivered to Ground Floor, 270 Jabu Ndlovu Street, Pietermaritzburg, 3201.**