



KWAZULU-NATAL PROVINCE

ECONOMIC DEVELOPMENT, TOURISM
AND ENVIRONMENTAL AFFAIRS
REPUBLIC OF SOUTH AFRICA

Applications are invited from suitably qualified and experienced persons for filling the following positions:

DEPUTY DIRECTOR:	REGULATION SERVICES
TOTAL SALARY PACKAGE:	R 826 053 p.a. (All-inclusive salary package to be structured in accordance with the rules of MMS).
SALARY LEVEL	12
REFERENCE NO	DD- REG SERV 01/JUN 2021

REQUIREMENTS: An appropriate Three-year National Diploma in Business Management or Bachelor's Degree in Social sciences, or any appropriate and relevant qualification with major subjects in Economics, Development Economics, LED/Tourism Management, Law with Economics and/or equivalent qualification at NQF level 6/7 as recognized by SAQA at (NQF level 6/7) as recognized by SAQA. A minimum of 3 years' experience at Junior Management/ Assistant Director level coupled with practical working experience within the field of Local Economic Development, Informal Economy Development, Co-operative & SMME Support. Experience within the Businesses Licensing and permitting processes would serve as an added advantage.

- Computer literacy and a valid driver's license is a prerequisite.

COMPETENCES NEEDED: Thorough Knowledge and understanding of Business Legislations and Policies applicable to Business Regulations sector such as; Business Act of 1991; KZN Informal Economy Policy; Municipal Systems Act, Town Planning and Development Legislations, National Small Businesses Act - Policy formulation, policy analysis and interpretation of policy and statute, and legislative processes - Public Service reporting procedures and work environment- Broad knowledge of the Department's Strategic plan Knowledge and understanding of the regulatory framework for the Public Service e.g. Public Service Act, PFMA, Treasury Regulations, Public Service Regulations, Labour Relations Act, Occupational Health and Safety Act, Basic Conditions of Employment Act, Skills Development Act, Service Delivery Frameworks (Batho Pele). Principles of change management; people management and empowerment. Skills Development Act; Public Service reporting procedures and work environment; and relevant statutory provisions. Ability to communicate at all levels with relevant stakeholders including: Provincial & National Departments, Senior Management, Private Sector Organizations, Public Entities, Municipalities, Non-government organizations; Academic Institutions and General Public.

Candidate should demonstrate excellent Skills in: Research; Analytical thinking; Public Relation; Presentation skills; Planning & Organizing Skills; Report writing; Written & verbal communication skills; Interpersonal skills computer literacy; Conflict Management; Project management; Facilitation skills; Coaching & mentoring skills and driving skills.

KEY PERFORMANCE AREAS: •Manage and coordinate programmes for Region A relating to both informal and formal trade •Manage and champion the harmonization of Businesses law of the Province of KwaZulu Natal •Initiate policies and strategies to administer trade (formal and informal) with the Province • Manage

the provision of Municipal Support in relation to Business Licensing and the Informal Sector Policy for the region •Manage human, financial and asset resources of the unit.

- ***This post is being re-advertised, candidates who applied previously may re-apply***
- ***This advert is only open to people residing in KwaZulu-Natal.***

ENQUIRIES: MR S NGUBANE
TEL NO: (033) 264 2830

DEPUTY DIRECTOR: PUBLIC ENTITIES OVERSIGHT
SALARY PACKAGE: R 733 257 PER ANNUM (All-inclusive salary package to be structured in accordance with the rules of MMS)
SALARY LEVEL: 11
CENTRE: Head Office (Pietermaritzburg)
REFERENCE: DD- PUB ENT 02/JUN 2021

Requirements: An appropriate Bachelor's Degree in Business Management/Business Administration/Public Management/Financial Management, Auditing/Accounting at (NQF level 7) as recognised by SAQA. •A minimum of three years' Junior management experience of which 2 years should have been practical work experience in financial management/public finance/organisational performance management/auditing • Valid driver's licence.

COMPETENCIES NEEDED: Detailed knowledge of legal prescripts applicable to the operation Public Entities in particular the Constitution of South Africa (Act 108 of 1996), PFMA, Public Service Act and Regulations, the Code of Conduct for Public Servants, Service Delivery (Batho Pele), Treasury Regulations, Labour Relations Act, HR matters and relevant statutory provisions Advanced knowledge of the public sector, Knowledge and understanding of the regulatory framework for the Public Service, e.g. Public Service Act, PFMA, Treasury Regulations, Public Service Regulations, Labour Relations Act, Occupational Health and Safety Act, Basic Conditions of Employment Act, Skills Development Act, Service Delivery Frameworks, HR matters and relevant statutory provisions, Knowledge of the National Development Plan and the Provincial Growth and Development Plan, Knowledge of Internal Control systems, Ability to communicate at all levels and Ability to adapt to a dynamic work environment. **The candidates should demonstrate excellent skills in:** Computer literacy, Strategic planning, Research, Negotiating, People management, Programme and project management, Report writing and presentation, Broad knowledge of service delivery innovation, financial management, People management and empowerment, public management and administration principles, Planning and coordination, Management and administration, written and verbal communication, Corporate planning, Decision making, Research , Knowledge management, Problem solving and analysis and Client orientation and customer focus.

KEY PERFORMANCE AREAS: •Conduct compliance assessment of all Public Entities strategic plans in order to ensure the alignment with the strategy of the Department •Monitor and ensure that all Public Entities are compliance with the dictates of the PFMA such as all legislated committee, shareholder Compact. • Develop and facilitate effective reporting for public entities on monthly, quarterly and annual reports basis to the Department • Develop policies and strategies aimed at ensuring smooth operations of all Public Entities in order to contribute to the economic growth of the Province • Manage human, financial resources and assets of the Directorate.

In terms of the Departmental Employment Equity targets and Employment Equity Plan, females and persons with disabilities are encouraged to apply.

ENQUIRIES: MS N MKHATHINI
TEL NO: 033- 264 2725

DEPUTY DIRECTOR: DISTRICT COORDINATION
SALARY PACKAGE: R 733 257 PER ANNUM (All-inclusive salary package to be structured in accordance with the rules of MMS)
SALARY LEVEL: 11
DISTRICT: UMKHANYAKUDE
REFERENCE: DD- COOPS 03/JUN 2021

Requirements: An appropriate Bachelor's Degree in Business Management / Management of Cooperatives / Economics /Developmental Studies at (NQF level 6/7) as recognized by SAQA. • Minimum of three years in Junior Management experience and in the Co-operatives or Small Business environment. • A valid driver's licence.

COMPETENCES NEEDED: •Broad Knowledge and understanding of Co-operative Act, Co-operatives Bank Act and related policies. •Broad knowledge of entrepreneurship and income generating programmes and activities. Good knowledge of socio-economic conditions of KZN Society. •Knowledge and an understanding of the public sector environment. •Sound Knowledge and understanding of the regulatory framework for the Public Service e.g. Public Service Act, PFMA, Treasury Regulations, Public Service Regulations, Labour Relations Act, Occupational Health and Safety Act, Basic Conditions of Employment Act, Skills Development Act, Service Delivery Frameworks, policies and strategies. Ability to interpret and apply policies, advanced knowledge and application of general management and project management principles. **Candidates should demonstrate excellent Skills in:** business planning, business analysis, financial management. Ability to transfer skills and knowledge, and offer appropriate advice. Knowledge of economic, business development and employment creation challenges facing KZN. Negotiation skills, analytical and problem-solving skills, marketing skills, networking skills, strategic thinking, report writing, people and team management and presentation skills. Advanced communication skills and ability to communicate at all levels (fluently in both Isizulu and English). •Good report writing, project management, strategic management, interpersonal relations, time management, coordination, planning and organizing, research, •Analytical and innovative thinking

KEY PERFORMANCE AREAS: •Facilitate the establishment of primary and secondary cooperatives in the district •Facilitate capacity building and skills development• Identify institutions that provide financial support to cooperatives •Provide a coordination role for development of cooperatives at a district level •Coordinate cooperative development initiatives with relevant stakeholders. •Provide appropriate business support to cooperatives •Manage human, asset and financial resource of the Sub-Directorate.

ENQUIRIES: MRS S MANZI
TEL NO: 033- 264 2603 /082 414 6595

CONTROL ENVIRONMENTAL OFFICER (District Manager):	ENVIRONMENTAL SERVICES (2 POSTS)
SALARY:	Appropriate salary will be determined according to the regulatory framework (Based on OSD)
SALARY LEVEL	: OSD
DISTRICTS	: UGU & ZULULAND DISTRICTS
REFERENCE NO	: DM: ENV 04/JUN 2021

REQUIREMENTS


An appropriate recognized Honours Degree or equivalent qualification in Environmental Management; Environmental Laws; Environmental Sciences; Natural Sciences field, Environmental Education; Environmental Planning. Six (6) years' experience post qualification in environmental management coupled with extensive experience in supervisory level and a driver's licence. Qualified as an Environmental Management Inspector (EMI).

Knowledge and competences required: Good working knowledge of environmental legislation and policies, especially National Environmental Management Act, 1998, Environment Conservation Act, 1989 and the associated EIA Regulations. Cooperative Governance Framework; Government Planning, Evaluation and Reporting Frameworks; Strategy Implementation Planning Frameworks. Sound understanding of environmental issues, environmental and administrative law. Analytical thinking ability, including identify, analyze, understand and communicate complex environmental issues. Knowledge of document control and information management systems. Effective communication, negotiation, facilitation, and influencing skills, and the ability to manage conflict. Ability to function in collaborative and interactive environment, to work under pressure, and interact constructively with a diversity of clients and staff. Manage and coordinate the activities of staff within the district. Good working knowledge of criminal law procedures, coupled with an understanding of environmental law. Knowledge and understanding of the regulatory framework for the Public Service e.g. Public Service Act, PFMA, Treasury Regulations, Public Service Regulations, Labour Relations Act. Understanding of the objects and provisions of the National Environmental Management Act, 1998, and the Environment Conservation Act, 1989, and subordinate legislation. Knowledge and experience of Environmental auditing/inspection methodologies is a must. Proven verbal and written communication skills, including fully computer literate, presentation skills, problem solving, and interpersonal relations. Ability to timeously produce thorough and informative documents and to formulate clear concise and legally defensible decisions.

KEY PERFORMANCE AREAS: • Manage the assessment and review of applications for environmental authorization in terms of NEMA, ECA (including exemptions) and relevant licences • Manage the development, implementation, monitoring and evaluation of environmental rights and capacity building programmes • Manage the promotion of integrated environmental planning and management through the co-ordination and implementation of municipal support, special areas management and strategic environmental planning initiatives • Facilitate the implementation of effective pollution and waste management programmes in terms of NEMAQA and Waste Management Act, and • Manage the monitoring and enforcement of compliance with relevant environmental legislation (NEMA Ch. 5&6; NEM:AQA, NEM:WA, NEM:ICM Act). •Manage resources of the component.

ENQUIRIES:	MRS S NOWELE
TEL NO:	033-264 2528

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 prescribed Application for Employment form (Z83) obtainable from any Public Service Department which must be originally signed and dated. **A new Z83 application form for applying for employment became effective from the 1st of January 2021. The new Z83 application form can be downloaded at www.dpsa.gov.za-vacancies** The application form must be accompanied by certified copies of qualifications (not copies of previously certified copies), Identity Document, and a comprehensive CV. 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 positive outcome obtained from the State Security Agency to the following checks (security clearance, qualification, citizenship and previous employment verifications). The Department will conduct a reference checks with the HR of the current and or /previous employer(s) apart from 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. **Failure to submit all the requested documents will result in the application not being considered.**
8. Kindly note that Written Exercises/Tests may be used as a shortlisting criterion to some of the positions.
9. **All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency-based**

assessment). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools.

10. CLOSING DATE FOR RECEIVING APPLICATIONS: 25 JUNE 2021 AT 16H00

11. Candidates are discouraged from sending their applications through registered mails as the Department will not take responsibility for non-collection of those applications.
12. Applicants requiring additional information regarding an advertised post must direct their enquiries to the person whose name appears under each post.
13. 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 three months of the closing date of this advertisement, please accept that your application was unsuccessful. Applicants are informed that applications, copies of qualification and CV's will not be returned.
14. **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 x9152, PIETERMARITZBURG, 3200 for the attention of Ms Thobile Hlophe. Applications may also be hand delivered to Ground Floor, 270 Jabu Ndlovu Street, Pietermaritzburg, 3201.**