



KWAZULU-NATAL PROVINCE

ECONOMIC DEVELOPMENT, TOURISM
AND ENVIRONMENTAL AFFAIRS
REPUBLIC OF SOUTH AFRICA

POST TITLE: DEPUTY DIRECTOR GENERAL: TRADE, SECTOR AND TOURISM DEVELOPMENT
BUSINESS UNIT: TRADE, SECTOR, TOURISM, AND DISTRICT OPERATIONS MANAGEMENT
SALARY NOTCH: R 1 813 182- R 2 042 535 PER ANNUM (All-inclusive salary package to be structured under the rules of SMS)
SALARY LEVEL: 15
CENTRE: HEAD OFFICE: PIETERMARITZBURG
REFERENCE: DDG -TST-DOM 01/NOV 2025

REQUIREMENTS: • An appropriate Post Graduate Degree (NQF level 8) in Business Management/ Development Studies/Administration/ Policy/ Economic Development as recognized by SAQA; •Minimum of 8 years' experience at a senior management level within the Sector / Industrial and Tourism Development environment; •Completion of Nyukela Certificate for entry into the SMS (Senior Management Service) upon appointment; and •A valid driver's license.

KEY PERFORMANCE AREAS: •Provide strategic leadership and direction in the management and coordination of Trade and Investment Promotion, Sector Development, Industry Development, Tourism Development Services, and District Operations Management offices in the KZN Province; •Oversee the formulation of economic growth initiatives through the development of priority economic sectors of the province and trade promotions; •Oversee the provisioning and facilitation of the development of strategic industrial interventions; •Oversee the implementation of Integrated Aerotropolis Strategy (IAS) Programmes / catalytic projects; •Oversee and provide strategic leadership on tourism development services; •Oversee effective implementation of all services in the districts and lead the implementation of transversal policies such as risk management, GEYODI, OSS/ DDM; and •Manage human, financial resources, and assets of the various components within the Branch.

SKILLS, TRAINING AND COMPETENCIES: The successful candidate must have an in-depth knowledge and insight of South African economic policy, strategy, and legislation applicable to industry development, trade and investment, tourism development and the district development model, South Africa Trade Policy Framework; Trade and Investment Act; Business Act; Investment Promotion Strategy; National Tourism Sector Strategy, Provincial Tourism Master Plan; Tourism Act of 2014, KwaZulu/Natal Tourism Act of 1996 as amended. Also required is advanced knowledge and understanding of the KZN economy, extensive knowledge of sustainable economic development, economic empowerment and Economic Transformation prescripts - White paper on the development and promotion of tourism Broad Based Black Economic Empowerment Act (BBBEE); National Development Plan (NDP), Industrial Policy Action Plan (IPAP), Provincial Industrial Development Strategy (PIDS), Provincial Growth and Development Strategy (PGDS), Provincial Spatial Economic Development Strategy (PSEDS); and knowledge of Global, National, and Regional Economies. Knowledge and understanding of the regulatory framework for the Public Service, e.g., the Constitution of the Republic of South Africa, Public Service Act, PFMA, Treasury Regulations, Public Service Regulations, Basic Conditions of Employment Act, Labour Relations Act, Risk management processes, ethics, and integrity management. Good stakeholder coordination and engagement, Sound research, knowledge management, and strategic, leadership, problem-solving, analysis, and empowerment capabilities. Knowledge and understanding of the Public Sector Employee Performance, Management, and Development System, knowledge of the Security Management Act, Bill of Rights, Community Outreach, and Public participation. Knowledge of monitoring and implementing government programs and ensuring proper coordination with line managers at the Head Office level. Ability to communicate with relevant stakeholders at all levels, including Provincial Departments, Senior Management, Private Sector Organizations, Media, International Organizations, and the General Public. Business planning, Economic Modelling, strategy development, financial management, computer literacy, policy and research, Programme and Project management, report writing, and presentation skills.

▪ **TARGETED: FEMALES AND PEOPLE WITH DISABILITIES WHO MEET THE REQUIREMENTS.**

Enquiries Mr. S P Khanyi: Tel No: 083 410 6508

DIRECTIONS TO CANDIDATES

Note to applicants:

The Provincial Administration of KwaZulu-Natal is an equal opportunity, affirmative action employer, and women and people with disabilities are encouraged to apply.

The Department of Economic Development, Tourism, and Environmental Affairs is an equal opportunity, affirmative action employer, and preference will be given to suitably qualified candidates from designated groups in terms of the Employment Equity Act, 1998. 

The Department reserves the right not to make these appointments. All information submitted will be treated as confidential.

The Department reserves the right to withhold the filling of the abovementioned posts at any time before an appointment. **All applications must be submitted on the new Application for Employment form (Z83), which became effective from the 1st of January 2021, obtainable from any Public Service Department or can be downloaded at www.dpsa.gov.za-vacancies. The form must be completed in full**, and the application form should be initiated, signed, and dated. **All required information on the Z83 must be provided.** Failure to complete or disclose all information will automatically disqualify the applicant. The completed and signed Z83 must be accompanied by an updated, detailed Curriculum Vitae (CV). Dates of starting and leaving employment must be given as DD/MM/YYYY.

Shortlisted candidates must submit certified documents on or before the day of the interview, following communication from Human Resources. Should an applicant have a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualifications Authority (SAQA). It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA).

Applications submitted electronically will be taken as a final application and may not be amended or supplemented in any way after the closing date indicated in the advertisement. If you have not been contacted within three (3) months after the closing date of the advertisement, please accept that your application was unsuccessful.

Shortlisted candidates will be required to undergo a competency test/technical exercise.

"Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs or submit their Z83 and CV directly to the following email address: kznjobs@kznedtea.gov.za. Applicants may also visit any one of our Designated Online Application Centres (DOACS), where our friendly staff will assist you with applying online or receiving your hardcopy application. You can find the Designated Online Application Centres (DOACS) list at www.kznonline.gov.za/kznjobs." PLEASE NOTE THAT APPLICANTS SHOULD ONLY USE ONE OF THE FOLLOWING METHODS WHEN APPLYING FOR A POST: EITHER THROUGH THE ONLINE E-RECRUITMENT SYSTEM, EMAILING THE Z83 AND CV DIRECTLY TO THE RELEVANT DEPARTMENT, OR SUBMITTING A **HARDCOPY APPLICATION AS DIRECTED.**

Applications may alternatively be forwarded to the Department of Economic Development, Tourism and Environmental Affairs, Private Bag X9152, PIETERMARITZBURG, 3200, OR hand delivered to the Ground Floor, 270 Jabu Ndlovu Street, Pietermaritzburg, 3201, in the vacancy box provided for the attention of Ms Nondumiso Buthelezi / Mr Sipho Zangwa.

Candidates are discouraged from sending their applications through registered mail, as the Department will not take responsibility for the non-collection of those applications.

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.

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 candidate/s to attend a generic managerial competency assessment (in compliance with the DPSA Directive on implementing competency-based assessment). The competency assessment will test generic managerial competencies using the mandated DPSA SMS competency assessment tools.

Before the appointment for SMS positions, the appointee will be required to produce a Pre-entry certificate for the Senior Management Pre-Entry Programme, a public service-specific training program applicable to all applicants who aspire to join the SMS. The course is offered by the National School of Government (NSG). The course is available at the NSG under the name Certificate for entry, and the full details can be obtained by following the link: <https://www.thensg.gov.za/trainingcourse/smspre-entryprogramme>.

Regrettably, due to excessive budget cuts, the Department is not in a position to meet any travel and subsistence costs relating to recruitment processes.

CLOSING DATE: 08 DECEMBER 2025 (at 16h00). Applications received after the closing date and time will not be considered.
