



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

POST TITLE:	CHIEF DIRECTOR: ECONOMIC EMPOWERMENT
BUSINESS UNIT:	ECONOMIC EMPOWERMENT
SALARY NOTCH:	R 1 494 900- R 1 787 328 PER ANNUM (All-inclusive salary package to be structured under the rules of SMS)
SALARY LEVEL:	14
CENTRE:	HEAD OFFICE: PIETERMARITZBURG
REFERENCE:	CD-ECO EMPOWER- 01/ MAY 2026

REQUIREMENTS: •An appropriate Bachelor's Degree in Economics/Accounting/ Development Studies, Business Management at NQF level 7 as recognised by SAQA. •Postgraduate qualification in an appropriate Bachelor's Degree will be an added advantage. •A minimum of five years at a Senior Managerial level in one or more of the following areas: Economic Transformation, Economic Empowerment of target group (Women, Youth, People with Disabilities, Township/Rural Economies Revitalization, and Black Industrialists). •Completion of Nyukela Certificate for entry into the SMS (Senior Management Service) upon appointment •A valid driver's licence.

KEY PERFORMANCE AREAS: • Facilitate and coordinate economic transformation operations and economic empowerment compliance in the Province •Oversee the implementation of youth, women, and people with disabilities economic empowerment in the Province • Facilitate and coordinate the localization of opportunities, townships, and rural economies revitalization in the Province. •Oversee the implementation of the Black Industrialist programme. •Ensure the development and implementation of Economic Empowerment policies, strategies, programmes, such as risk and integrity management, Operation Sukuma Sakhe/ DDM •Ensure effective management of the resources of the office of the Chief Directorate.

SKILLS, TRAINING, AND COMPETENCIES: The successful candidate must have broad knowledge and understanding of the programmes and activities of the Department; knowledge of socio-economic conditions in the Economic Development field, with particular emphasis on the Economic Empowerment of Youth, Women, and People with Disabilities. Knowledge of Provincial and National Economic Policies and Strategy, Dynamics of Economic Transformation in KZN Province, National Small Business Act, Integrated Small Enterprise Development Strategy, Broad-Based Black Economic Empowerment Strategy; Township and Rural Economies Revitalization, Developmental Priorities of KwaZulu - Natal Province. Knowledge and understanding of the Public Service regulatory framework, 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. Knowledge of the National Development Plan and the Provincial Growth and Development Plan, Industrial Development Strategy, Integrated Policy Action Plan (IPAP 2, New Growth Path (NGP), and Provincial Growth and Development Strategy. Skills: Excellent communication and interpersonal skills, Excellent leadership skills, Ability to interpret and apply policy, Computer literacy, Strategic Planning, Project Management, Presentation skills, Negotiation skills, Report writing skills, Assertiveness skills, Coaching and mentoring skills, good planning and organizational skills, Well-developed analytical and research Skills

NB: PREFERENCE WILL BE GIVEN TO WOMEN, YOUTH AND PERSONS WITH DISABILITIES WHO MEET THE REQUIREMENTS.

Enquiries: DR S SIBETA: Tel. No. 033 264 2612

POST TITLE:	DEPUTY DIRECTOR: ECONOMIC ANALYSIS
BUSINESS UNIT:	ECONOMIC ANALYSIS
SALARY NOTCH:	R 932 292 – R 1 098 195 PER ANNUM
SALARY LEVEL:	11
CENTRE:	HEAD OFFICE: PIETERMARITZBURG
REFERENCE:	DD- ECO ANALY 02/MAY 2026

REQUIREMENTS: An appropriate Bachelor's Degree / Three-year National Diploma in Economics at NQF Level 6/7 as recognized by SAQA. A postgraduate degree will serve as an added advantage. • A minimum of 3 years 'experience in junior management or at an economist level focusing on economic analysis, economic modelling, economic research, and statistical analysis. •A valid driver's License.

KEY PERFORMANCE AREAS: •Facilitate the conducting of in-depth economic analysis using advanced quantitative methods and tools; • Facilitate the collection, organization, and validation of relevant economic data from various sources; • Establish partnerships with relevant stakeholders in the economy sector; • Develop economic analysis policies and strategies aimed at improving service delivery; • Manage the resources of the Sub-directorate.

SKILLS, TRAINING, AND COMPETENCIES: The successful candidate must have rigorous and in-depth knowledge of economic analysis, applied statistics and econometrics, and policies in the Public Sector. Sound knowledge of Skills Development Act, National Development Plan, Project Management Principles, South Africa's Automotive Industry Master

Plan, National Tourism Master Plan, South Africa Industry Development Plan, National Spatial Economic Development Plan, Provincial Spatial Economic Development Plan, South Africa Trade Policy, National Framework for Local Economic Development (LED), South Africa Macroeconomic Framework. Sound knowledge and understanding of the Public Service Regulatory Framework, e.g., Public Service Act, PFMA, Constitution of the Republic of South Africa, Public Service Act, Public Service Regulations, Public Finance Management Act, Labour Relations Act, Basic Conditions of Employment Act, Service Delivery Frameworks (Batho Pele Principles), Employee Performance Management System, Skills Development Act, Promotion of Access to Information Act, National Development Plan, Project Management Principles. **Skills** Ability to provide leadership in Provincial and National Economic Analysis, Forecasting, economic modelling, applied statistical data analysis, strategic Management and People Skills and use of advantaged excel and other data analysis tools, economic analysis, data analysis, policy development Communication skills (verbal and written), presentation skills, report writing, planning and organizing, advanced research skills, policy formulation/development, strategic management, interpersonal relations, project management, computer literacy, time management, change leadership and transformation, diversity management skills, facilitation skills, and decision-making skills. **Attributes** such as integrity, respect, honesty, teamwork, vision, transparency, commitment, and confidentiality.

NB: ALL THE APPOINTMENTS WILL BE MADE IN ACCORDANCE WITH THE EMPLOYMENT EQUITY TARGETS OF THE DEPARTMENT, WHICH IS AFRICAN MALE, COLOURED MALE, INDIAN MALE, AND PEOPLE WITH DISABILITIES WHO MEET THE REQUIREMENTS ARE ENCOURAGED TO APPLY.

Enquiries: Mr. C Hamadziripi: Tel. No. 033 264 2781

POST TITLE:	DEPUTY DIRECTOR: TRADE PROMOTION FACILITATION
BUSINESS UNIT:	TRADE AND SECTOR DEVELOPMENT
SALARY NOTCH:	R 932 292 – R 1 098 195 PER ANNUM
SALARY LEVEL:	11
CENTRE:	HEAD OFFICE: PIETERMARITZBURG
REFERENCE:	DD- TIPS 03/MAY 2026

REQUIREMENTS: An appropriate Bachelor's Degree in Trade Economics/International Trade /Business Economics/Commerce Degree in Economics or Development Studies/Business Administration at NQF Level 7 as recognized by SAQA. An Honours/ Master's Degree in any of the above fields will serve as an added advantage. • A minimum of 3 years' junior management experience in the area of Trade and Investment Facilitation. Experience and knowledge of global, provincial, and national trade and investment issues and their implications for the provincial economy is also required •A valid driver's License is required.

KEY PERFORMANCE AREAS: •Facilitate the Development of systematic marketing products to promote Trade and Investment in the Province; • Facilitate and Coordinate the implementation of Trade Promotion Policies; • Facilitate engagements with social partners to ensure Industrial Development and Economic growth in the Province through Trade and Investment; • Facilitate the utilization of transport and logistics as means of promoting economic growth in the Province; • Manage the resources of the Sub-directorate.

SKILLS, TRAINING AND COMPETENCIES: The successful candidate must have an in-depth knowledge of Provincial and National Trade and Investment strategies and frameworks as a prerequisite. Knowledge of the National Industrial Policy Framework, National Trade and Investment Policies and key Government initiatives in the area of trade and Investment, including but not limited to the African Continental Free Trade Agreement (AFCFTA), South African Customs and Excise Act, Transport and Logistics Strategy, Common Market for Eastern and Southern Africa(COMESA) Trade Regulations, World Trade Organization (WTO) Agreements, International Chamber of Commerce (ICC) Trade Regulations and Incoterms, Good knowledge of the Development of strategies and policy implementation according to agree norms and standards. Knowledge of National Development Regulations, National Development Plan, KZN Investment Strategy, KZN Export Strategy, Project Management Principle, Industry Policy Action Plan (IPAP), Special Economic Zones (SEZ) Act and SEZ Policy, Provincial Growth Development Strategy (PGDS), International Chamber of Commerce (ICC) Trade Regulations and Incoterms. Sound knowledge and understanding of the Public Service Regulatory Framework, e.g., Public Service Act, PFMA, Constitution of the Republic of South Africa, Public Service Act, Public Service Regulations, Public Finance Management Act, Labour Relations Act, Basic Conditions of Employment Act, Service Delivery Frameworks (Batho Pele Principles), Employee Performance Management System, Skills Development Act, Promotion of Access to Information Act, National Development Plan, Project Management Principle. **Skills** such as Communication at all level including Provincial Departments, Senior Management, and Private Sector Organization, strong research and analytical skills, sound leadership and interpersonal skills, management skills, strong coordinating and administrative capabilities, report writing, policy formulation/development, strategic management, interpersonal relations, project management, computer literacy, time management, change leadership and transformation, diversity management skills, facilitation skills, and decision-making skills. **Attributes** such as integrity, respect, honesty, teamwork, vision, transparency, commitment, and confidentiality.

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REASONABLE ACCOMMODATIONS WILL BE PROVIDED FOR THE APPLICATION PROCESS AND THE JOB ITSELF.

Enquiries: Ms. FF Pupuma: Tel No: 033 264 2543

POST TITLE:	CONTROL ENVIRONMENTAL OFFICER GRADE A: ENVIRONMENTAL IMPACT MANAGEMENT
BUSINESS UNIT:	ENVIRONMENTAL QUALITY MANAGEMENT
SALARY NOTCH:	R 636 978 – R 728 646 PER ANNUM (OSD)
CENTRE:	UMZINYATHI DISTRICT
REFERENCE:	CEO – EIM 04/MAY 2026

REQUIREMENTS: • The ideal candidate must have: An appropriate Honours or equivalent qualification in Natural Sciences, Environmental Management, Environmental Law, or Environmental Sciences • EAPASA Registration in terms of S24H of NEMA. • 6 years' experience in Environmental Management, of which a minimum of 3 years must be in Environmental Impact Assessment (EIA) • A valid driver's license.

KEY PERFORMANCE AREAS: The incumbent will be required to: • Facilitate and coordinate the EIA process, including the development of Environmental Authorizations, conditions of authorizations, and or exemptions • Facilitate and coordinate the dissemination of information and technical or procedural advice relating to impact management • Facilitate and coordinate the implementation of other IEM tools • Perform and manage administrative and related functions.

SKILLS, TRAINING, AND COMPETENCIES: The successful candidate must have practical knowledge of the Environmental Impact Assessment process; good working knowledge of Environmental Legislation and policies; knowledge and understanding of the environmental impact hierarchy and regulations; sound understanding of other integrated environmental management tools; knowledge and understanding of the regulatory framework for the Public Service e.g. Public Service Act, PFMA, Treasury Regulation; Public Sector Regulations, Labour Relations Act. Understanding the objectives and provisions of the National Environmental Management Act, 1998, and associated legislation. **Skills:** Ability to communicate at all levels with relevant stakeholders. Ability to evaluate and review documents; Administrative management; Financial management; Project management; computer literacy, Report writing; Analytical and research skills; Presentation skills; decision making, people management; research skills; Conflict management; ; good interpersonal relations; problem solving; communication skills (verbal and written).

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SUCCESSFUL CANDIDATES MUST NOTE THAT THEY WILL HAVE TO SERVE IN THE DISTRICTS WHERE THEY ARE PLACED FOR A MINIMUM OF FIVE (05) YEARS BEFORE ANY TRANSFERS WITHIN THE DEPARTMENT CAN BE CONSIDERED

Enquiries MR. T GAMBU Tel No: 033 328 8041

POST TITLE:	CONTROL ENVIRONMENTAL OFFICER GRADE A: COMPLIANCE MONITORING AND ENFORCEMENT (X2 POSTS)
BUSINESS UNIT:	COMPLIANCE MONITORING AND ENFORCEMENT
SALARY NOTCH:	R 636 978 – R 728 646 PER ANNUM (OSD)
CENTRES:	KING CETSHWAYO AND UMGUNGUNDLOVU DISTRICTS
REFERENCE:	CEO – CME 05/MAY 2026

REQUIREMENTS: • The ideal candidate must have: An appropriate Honours Degree in Environmental Management/Environmental Law/Natural Science field • Trained as an Environmental Management Inspector • A minimum of 6 years' experience in Environmental Management of which 3 years must be as an Environmental Management Inspector (EMI) within Compliance Monitoring and Enforcement, currently designated Environmental Management Inspectors within Compliance Monitoring and Enforcement will be an added advantage • A valid driver's license

KEY PERFORMANCE AREAS: The incumbent will be required to: • Management of compliance monitoring including proactive sector compliance inspections and other projects • Management of criminal investigation processes including cases which result in criminal enforcement action according to the investigation protocol and department mandate • Management of administrative enforcement process, including drafting and issuing of legally defensible pre-notices, notices, directives and administration of legal correspondence and civil litigation • Management of compliance promotion/awareness programs • Management of administrative and related functions.

SKILLS, TRAINING, AND COMPETENCIES: The successful candidate must have practical knowledge of Environmental Legislation; NEMA; Specific Environmental Management Acts (SEMA's); Public Service Regulations; Basic Conditions of Employment Act; Public Service Act; Criminal Procedure Act; Good working knowledge of Environmental Legislation and

Policies; Knowledge and understanding of the regulatory framework for the Public Service e.g. PFMA, Treasury Regulation, Public Sector Regulations, Labour Relations Act; Understanding the objectives and provisions of the National Environmental Management Act, 1998, the Environmental Conservation Act, 1989 and subordinate legislation. **Skills:** Computer literacy; presentation skills; report writing skills; analytical thinking; problem-solving skills; interpersonal relations; criminal investigation skills; communication skills (written and verbal).

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Enquiries: Ms. Nokuthula Mthembu Tel No: 078 272 0598

POST TITLE:	ENVIRONMENTAL OFFICER GRADE: SPECIALISED PRODUCTION GRADE A-C (OSD): COMPLIANCE MONITORING AND ENFORCEMENT (X3 POSTS)
BUSINESS UNIT:	COMPLIANCE MONITORING AND ENFORCEMENT
SALARY NOTCH:	R 518 769 – R 628 653 PER ANNUM (OSD)
CENTRES:	DISTRICTS - HARRY GWALA, UMZINYATHI AND ZULULAND
REFERENCE:	EO SP – CME 06/MAY 2026

REQUIREMENTS: • The ideal candidate must have: An appropriate Degree in Environmental Management, Environmental Law, Natural Sciences, or Environmental Sciences, or a relevant qualification; • A minimum of three (3) years' experience in Environmental Management, of which one (1) year must be as an Environmental Management Inspector (EMI) within Compliance Monitoring and Enforcement. Designated as an Environmental Management Inspector as well as Honours or Postgraduate qualifications in Environmental Management, will serve as an added advantage • A valid driver's license (code B).

KEY PERFORMANCE AREAS: The incumbent will be required to: • Conduct compliance monitoring and pro-active sector compliance inspections; • Conduct all criminal investigations which result in criminal enforcement section according to the investigation protocol and departmental mandate; • Performing administrative enforcement process, including drafting of legally defensible pre-notices, notices, directives and administrative of legal correspondence and civil litigation; • Participate in Compliance Promotion/ Awareness; • Perform administrative and related functions.

SKILLS, TRAINING, AND COMPETENCIES: The successful candidate must understand the objectives and provisions of the National Environmental Management Act, 1998 and associated legislation, including Specific Environmental Management Acts (SEMAs); knowledge and understanding of the Criminal Procedure Act, knowledge and understanding of the regulatory framework for the Public Service e.g. Public Service Act, PFMA, Treasury Regulation; Public Sector Regulations, Labour Relations Act. **Skills:** Ability to communicate at all levels with relevant stakeholders. Ability to evaluate and review documents; Administrative management; Financial management; Project management; computer literacy, Report writing; Analytical and research skills; Presentation skills; decision making, people management; Conflict management; good interpersonal relations; problem solving; communication skills (verbal and written). **Values/ Attributes** such as integrity, respect, honesty, discipline, teamwork, vision, transparency, commitment, and working under pressure.

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Enquiries Ms. Nokuthula Mthembu Tel No: 033 328 8021

POST TITLE:	ASSISTANT DIRECTOR: POLICY AND LEGISLATION (X 2 POSTS)
BUSINESS UNIT:	REGULATION SERVICES
SALARY NOTCH:	R 487 197 - 573 897 PER ANNUM
SALARY LEVEL:	09
CENTRE:	HEAD OFFICE: PIETERMARITZBURG
REFERENCE:	AD REG SERV 07/MAY 2026

REQUIREMENTS: An appropriate NQF Level 7 in Public Policy, Policy Development as recognized by SAQA. An LLB Degree will serve as an added advantage. • A minimum of 3 years' administrative/ practical work experience within an Economic Development, Research, Legislative, or Policy Development environment. • A valid driver's License.

KEY PERFORMANCE AREAS: • Implement programmes of action relating to Business Regulatory Reforms; • Develop and drive research initiatives to drive Policy and Legislative mandate pertaining to KZN Business Regulatory environment; • Provide regulatory support on processing Appeals to the MEC for identified sectors; • Monitor regulatory changes and industry trends that may impact on the Province's legislative mandate relating to business regulatory environment and propose

strategies to effectively influence outcomes on relevant matters; • Provide support in coordinating and conducting public consultations in relation to policies and legislations reviewed and developed.

SKILLS, TRAINING AND COMPETENCIES: The successful candidate must have an in-depth knowledge of legislations pertaining to Liquor, Gaming and Betting, formal and informal Business Regulations, and Consumer Protection Services both Nationally and provincially and internationally, Business Act of 1991, PFMA, Various Economic Policies of Government, Public Service and its Regulations, Labour Relations Act, Employment Equity Act, Skills Development Act, Public Finance Management Act, Human Rights, Gender Equity Policy, Computer Literacy, Knowledge of Batho Pele Principles, Knowledge of Management Principles, Policy formulation, policy analysis, interpretation of policy and interpretation of statute, research and legislative processes, Public services reporting procedures and work environment, Broad Knowledge of the Department's strategic plan, Broad knowledge of the public entity responsible for liquor strategic plan. . **Skills** such as Administrative management, Financial management, Project management, Analytical and research skills, Excellent communication and interpersonal skills, Excellent Leadership skills, Ability to interpret and apply policy, Computer literacy, Public Relations, Presentation skills, Negotiation skills, Report Writing skills, Facilitation skills, Research Skills, Conflict management skills, Co-ordination, Public speaking skills, Basic driving skills. **Attributes** such as Decision Making, Caring and Supportive, Ethics and Integrity, Accountability, Transparency, Innovation, Professionalism, Commitment, Honesty, Dedication, and Leadership.

NB: ALL THE APPOINTMENTS WILL BE MADE IN ACCORDANCE WITH THE EMPLOYMENT EQUITY TARGETS OF THE DEPARTMENT, WHICH IS AFRICAN MALE, COLOURED MALE, INDIAN MALE, AND PEOPLE WITH DISABILITIES WHO MEET THE REQUIREMENTS ARE ENCOURAGED TO APPLY.

Enquiries: Mr. S Ngubane: Tel. No. 0794920974

POST TITLE:	ENVIRONMENTAL OFFICER GRADE A-C: COMPLIANCE MONITORING AND ENFORCEMENT (X12 POSTS)
BUSINESS UNIT:	COMPLIANCE MONITORING AND ENFORCEMENT
SALARY NOTCH:	R 357 597.00 – R 395 352.00 PER ANNUM (OSD)
CENTRES:	DISTRICTS - ETHEKWINI (X3), UMGUNGUNDLOVU (X2), HARRY GWALA, UGU, ILEMBE, KING CETSHWAYO, AMAJUBA, UMZINYATHI, AND UTHUKELA
REFERENCE:	EO-CME 08/MAY 2026

REQUIREMENTS: • The ideal candidate must have: An appropriate Degree in Environmental Management/ Natural Sciences/ Environmental Law, or relevant qualification; • A minimum of one to two (1-2) years' experience in Environmental Management. Trained as an Environmental Management Inspector, as well as Honours or Postgraduate qualifications in Environmental Management/ Natural Science/ Environmental Law, will serve as an added advantage • A valid driver's license (code B).

KEY PERFORMANCE AREAS: The incumbent will be required to: • Provide proactive Compliance Monitoring which triggered by the Environmental Authorisations/ Permits/ Licenses/ Environmental Management Plans (EMP); • Conduct Sector Compliance Inspections and other projects which would be triggered by identified issues in a particular area with/without Environmental Authorisation; • Provide reactive Compliance Monitoring; • Conduct Compliance Enforcement operations including Biodiversity Conservation matters). Participate in compliance promotion and awareness workshops/campaigns; and • Perform all administrative and related functions.

SKILLS, TRAINING, AND COMPETENCIES: The successful candidate must have practical knowledge of Environmental legislation (NEMA), Specific Environmental Management Acts (SEMAS); good working knowledge of Environmental Legislation and policies; Understanding the objectives and provisions of the National Environmental Management Act, 1998, and associated legislation. Knowledge and understanding of the Regulatory Framework for the Public Service, e.g. Public Service Act, PFMA, Treasury Regulation, Public Sector Regulations, Labour Relations Act. Skills: Ability to communicate at all levels with relevant stakeholders. Ability to evaluate and review documents; Administrative Management; Financial Management; Project Management; Computer Literacy, Report writing; Analytical and research skills; Presentation skills; decision making, people management; Conflict management; good interpersonal relations; problem solving; communication skills (verbal and written). Values/ Attributes such as integrity, respect, honesty, discipline, teamwork, vision, transparency, commitment.

NB: ALL THE APPOINTMENTS WILL BE MADE IN ACCORDANCE WITH THE EMPLOYMENT EQUITY TARGETS OF THE DEPARTMENT, WHICH IS AFRICAN MALE, COLOURED MALE, INDIAN MALE. PEOPLE WITH DISABILITIES WHO MEET THE REQUIREMENTS ARE ENCOURAGED TO APPLY. SUCCESSFUL CANDIDATES MUST NOTE THAT THEY WILL HAVE TO SERVE IN THE DISTRICTS WHERE THEY ARE PLACED FOR A MINIMUM OF FIVE (05) YEARS BEFORE ANY TRANSFERS WITHIN THE DEPARTMENT CAN BE CONSIDERED.

Enquiries Ms. Nokuthula Mthembu: Tel No: 033 328 8021

POST TITLE:	ENVIRONMENTAL OFFICER GRADE A-C: AIR QUALITY MANAGEMENT
BUSINESS UNIT:	ENVIRONMENTAL QUALITY MANAGEMENT

SALARY NOTCH: R 357 597.00 – R 395 352.00 PER ANNUM (OSD)
CENTRES: HEAD OFFICE
REFERENCE: EO – AQM 09/MAY 2026

REQUIREMENTS: • The ideal candidate must have: An appropriate Bachelor's Degree in Environmental Science/ Environmental Management/ Natural Sciences/ Environmental Law, or Chemical/Electrical Engineering; • A minimum of one to two (1-2) years' relevant experience in Environmental Management/Air Quality Management. • A valid driver's license (code B).

KEY PERFORMANCE AREAS: The incumbent will be required to: • Contribute towards the development and administration of Air Quality Management Systems and Policies; • Provide technical and subject specific comments and advice on basic technical reports; • Provide support in the development and implementation of specific projects; • Provide support with regards to compliance monitoring and compliance with respect to statutory obligations; and • Perform all administrative and related functions.

SKILLS, TRAINING, AND COMPETENCIES: The successful candidate must have a good working knowledge of Environmental Legislation and Policies; Knowledge and understanding of the environmental impact hierarchy and regulations; a sound understanding of other integrated environmental tools. Understanding the objectives and provisions of the National Environmental Management Act, 1998, and associated legislation. Knowledge of legal compliance, Knowledge and understanding of the Regulatory Framework for the Public Service, e.g., Public Service Act, PFMA, Treasury Regulation, Public Sector Regulations, Labour Relations Act. **Skills:** Ability to communicate at all levels with relevant stakeholders; Ability to evaluate and review documents; Technical Report writing, Scientific Methodologies and Models, Professional Judgement, Policy Development and Analysis, Scientific Presentation, Research and Development, Mentoring, Administrative Management; Financial Management; Project Management; Computer Literacy, Report writing; Analytical and Research skills; Presentation skills; Decision Making, People Management; Conflict Management; Good Interpersonal Relations; Problem Solving; Communication Skills (verbal and written). **Values/ Attributes** such as integrity, respect, honesty, discipline, teamwork, vision, transparency, commitment.

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Enquiries Mr. Thabani Gambu: Tel No: 033 328 8041

POST TITLE: ENVIRONMENTAL OFFICER GRADE A-C: POLLUTION AND WASTE MANAGEMENT (X6 POSTS)
BUSINESS UNIT: ENVIRONMENTAL QUALITY MANAGEMENT
SALARY NOTCH: R 357 597.00 – R 395 352.00 PER ANNUM (OSD)
CENTRES: DISTRICTS: UMKHANYAKUDE, UTHUKELA, UMZINYATHI, UGU, HARRY GWALA, AND UMGUNGUNDLOVU
REFERENCE: EO – PWM 10/MAY 2026

REQUIREMENTS: • The ideal candidate must have: An appropriate Degree in Environmental Management/ Natural Sciences, and Environmental Law. • A minimum of one to two (1-2) years' relevant experience in Environmental Management, preferably in Pollution and Waste. • A valid driver's license (code B). Proof of registration with EAPASA as an EAP/candidate EAP or evidence of awaiting a decision on a submitted EAPASA application for registration will be an added advantage.

KEY PERFORMANCE AREAS: The incumbent will be required to: • Manage waste-related information and integration of waste management considerations in planning initiatives; • Administer legislative obligations in terms of the approval and compliance monitoring of waste management activities; • Respond to waste-related or pollution complaints and incidents; • Promote best practice and entrepreneurship in waste management; and • Perform all administrative and related functions.

SKILLS, TRAINING, AND COMPETENCIES: The successful candidate must have a good working knowledge of Environmental Legislation and Policies focus on Pollution and Waste Management; Knowledge and understanding of the objectives and provisions of the National Environmental Management Act, 1998; National Environmental Management Waste Act, and subordinate Legislation. Good working knowledge of Waste Licensing procedures, and experience of Environmental Auditing and Inspection methodologies. Knowledge of Waste Management Legal Frameworks in SA; Sound understanding of other integrated Environmental Tools. Understanding the objectives and provisions of the National Environmental Management Act, 1998, and associated legislation. Knowledge and understanding of the Regulatory Framework for the Public Service, e.g., Public Service Act, PFMA, Treasury Regulation, Public Sector Regulations, Labour Relations Act. **Skills:** Ability to communicate at all levels with relevant stakeholders; Ability to evaluate and review documents; Technical Report writing, Environmental Auditing, Policy Development and Analysis, Research and Development, Mentoring, Administrative Management; Financial Management; Project Management; Computer Literacy, Report writing; Analytical and Research skills; Presentation skills; Decision Making, People Management; Conflict

Management; Good Interpersonal Relations; Problem Solving; Communication Skills (verbal and written). **Values/ Attributes** such as integrity, respect, honesty, discipline, teamwork, vision, transparency, commitment.

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Enquiries Mr. Thabani Gambu: Tel No: 033 328 8041

POST TITLE:	ENVIRONMENTAL OFFICER GRADE A-C: ENVIRONMENTAL IMPACT ASSESSMENT (X5 POSTS)
BUSINESS UNIT:	ENVIRONMENTAL QUALITY MANAGEMENT
SALARY NOTCH:	R 357 597.00 – R 395 352.00 PER ANNUM (OSD)
CENTRES:	DISTRICTS: UGU, HARRY GWALA, ETHEKWINI, UMGUNGUNDLOVU X2
REFERENCE:	EO – EIA 11/MAY 2026

REQUIREMENTS: • The ideal candidate must have: An appropriate Bachelor's Degree in Environmental Science/ Environmental Management/ Natural Sciences/ Environmental Law; • A minimum of one to two (1-2) years' experience in Environmental Management. • A valid driver's license (code B). Proof of registration with EAPASA as an EAP/candidate EAP or evidence of awaiting a decision on a submitted EAPASA application for registration.

KEY PERFORMANCE AREAS: The incumbent will be required to: • Evaluate Environmental Authorisation applications; • Provide technical and procedural advice on environmental issues; • Provide internal cooperation, liaison, and support in the unit; and • Perform all administrative and related functions.

SKILLS, TRAINING, AND COMPETENCIES: The successful candidate must have a good working knowledge of Environmental Legislation and Policies; Knowledge and understanding of the environmental impact hierarchy and regulations; a sound understanding of other integrated environmental tools. Understanding the objectives and provisions of the National Environmental Management Act, 1998, and associated legislation. Knowledge of legal compliance, Knowledge and understanding of the Regulatory Framework for the Public Service, e.g., Public Service Act, PFMA, Treasury Regulation, Public Sector Regulations, Labour Relations Act. **Skills:** Ability to communicate at all levels with relevant stakeholders; proven verbal and written communications skills; fully computer literate; Problem solving, interpersonal relations, Ability to evaluate and review documents; Technical Report writing, Policy Development and Analysis, Scientific Research and Development, Mentoring, Administrative Management; Financial Management; Project Management; Computer Literacy, Report writing; Analytical and Research skills; Presentation skills; Decision Making, People Management; Conflict Management; Good Interpersonal Relations. **Values/ Attributes** such as integrity, respect, honesty, discipline, teamwork, vision, transparency, commitment.

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Enquiries Mr. Thabani Gambu: Tel No: 033 328 8041

POST TITLE:	SCM CLERK: LOGISTICS SERVICES (X 2 POSTS)
BUSINESS UNIT:	SUPPLY CHAIN MANAGEMENT
SALARY NOTCH:	R 237 453 – R 279 708 PER ANNUM
SALARY LEVEL:	05
CENTRES:	HEAD OFFICE
REFERENCE:	SCM CLERK – LOG SERV 12/MAY 2026

REQUIREMENTS: The ideal candidate must be in possession of an appropriate Grade 12/ Matric Senior Certificate with Accounting, Mathematics, and English, coupled with a basic understanding of the SCM environment •A valid driver's License.

KEY PERFORMANCE AREAS: The incumbent will be required to: Provide all travel and accommodation activities. For departmental staff, conduct issuing of orders; Provide capturing orders on BAS; Provide Entity Registration on BAS; Store/inventory management; and support logistics policies and procedures implementation.

SKILLS, TRAINING, AND COMPETENCIES: The successful candidate must have a good working knowledge of Knowledge of Public Finance Management Act and Treasury Regulations; Knowledge of Basic Accounting System; Supply Chain Management framework and Principles; Knowledge of Procurement Processes; Basic principles and practices of

storekeeping; Batho Pele principles; Code of Conduct for SCM Practitioners; Constitution of the Republic of South Africa no 108 of 1996; Departmental procurement procedures; Public service act; and Labour relations act. **Skills:** Analytical Skills; Computer literacy Skills; Interpersonal Relations skills; Time Management skills; Computer literacy; Organizing & Planning skills; Language Proficiency, listening skills, Communication skills (verbal and written), Analytical skills, Time Management skills, Problem solving skills. **Values/ Attributes:** Teamwork, Honesty, Responsibility, Reliability, Accuracy, Correctness, Initiative, and Quality of Work.

- **ALL THE APPOINTMENTS WILL BE MADE IN ACCORDANCE WITH THE EMPLOYMENT EQUITY TARGETS OF THE DEPARTMENT, WHICH IS AFRICAN MALE, COLOURED MALE, INDIAN MALE, AND PEOPLE WITH DISABILITIES ARE ENCOURAGED TO APPLY.**
- **Enquiries: Mr P Nxele: 060 920 4651**

POST TITLE:	SECRETARY TO DIRECTOR: STRATEGIC PLANNING MANAGEMENT
BUSINESS UNIT:	STRATEGIC PLANNING
SALARY NOTCH:	R 237 453 – R 279 708 PER ANNUM
SALARY LEVEL:	05
CENTRE:	HEAD OFFICE: PIETERMARITZBURG
REFERENCE:	SEC TO DIR-STR PLN 13/MAY 2026

REQUIREMENTS:

The ideal candidate must be in possession of a Grade 12 certificate with typing as a subject, or any other training course/qualification that will enable the incumbent to perform the work satisfactorily. Secretarial or Administrative certification is an advantage. Practical experience in rendering secretarial/ administrative support to Management/ Senior Management will serve as an added advantage. •Computer literacy is a prerequisite.

KEY PERFORMANCE AREAS:

The successful candidate will be required to • **Provide a secretarial/receptionist support service to the Director**, i.e., receive telephone calls and refer the calls to the correct role players if is not meant for the Manager. Record appointments and events in the diary of the Director, type documents for the Director, and operate office equipment; • **Provides travel and event management services to the Director i.e.** Liaise with travel agencies to make travel arrangements; Check the arrangements when the relevant documents are received; Arrange meetings and events for the director and the staff in the directorate; Identify venue, invite role players, organize refreshments and set up scheduled for meetings and events; Process the travel and subsistence claims for the directorate; • **Provide a clerical support service to the Director** i.e. Arrange meetings and events for the Director, record minutes of the meeting of the Director, does the filling of documents, administer leave system, Receive, record and distribute all incoming and outgoing documents, handles the procurement of standard items e.g. Stationery, refreshments, collect all relevant documents to enable the Director to prepare for the meetings; • **Remains up to date with regard to prescripts and policies to ensure effective and efficient support to the Director** i.e. Studies relevant Public Service and departmental prescripts/ policies and other documents, remain abreast with the procedures and process that apply in the office of the Director.

ESSENTIAL KNOWLEDGE, SKILLS, AND COMPETENCIES REQUIRED:

The successful candidate must have: - • Knowledge of relevant legislation/ policies/ prescripts and procedures • Reporting formats/templates of the organisation • Sound knowledge on the operation and utilization of the following equipment: General Office Equipment i.e. Binding Machines, Dictaphones, computer, printer, photocopier, fax machine, data video projector, and MS Office i.e. Word, Excel, and Presentation; Working knowledge of the Public Sector, knowledge and understanding of the regulatory framework for the Public Service e.g. Public Service Act, Public Finance Management Act (PFMA), Treasury Regulations, Constitution of the Republic of South Africa, Public Service Regulations, Service Delivery (Batho Pele). Skills: Minute-taking, Sound organizational skills, good telephone etiquette, and a high level of reliability. Language skills and the ability to communicate well with people at different levels and from different backgrounds. Ability to work under pressure and meet deadlines. Confidentiality, fairness, discretion, respect, and a high level of reliability.

NB: ALL THE APPOINTMENTS WILL BE MADE IN ACCORDANCE WITH THE EMPLOYMENT EQUITY TARGETS OF THE DEPARTMENT. PEOPLE WITH DISABILITIES ARE ENCOURAGED TO APPLY. THIS POST IS ONLY OPEN TO PEOPLE RESIDING IN KWAZULU-NATAL

Enquiries Ms. N Khuzwayo: Tel No: 033 264 2691

POST TITLE:	SECRETARY TO DIRECTOR: ENVIRONMENTAL QUALITY MANAGEMENT
BUSINESS UNIT:	ENVIRONMENTAL QUALITY MANAGEMENT
SALARY NOTCH:	R 237 453 – R 279 708 PER ANNUM
SALARY LEVEL:	05
CENTRE:	HEAD OFFICE: PIETERMARITZBURG
REFERENCE:	SEC TO DIR ENV QUALITY MAN 14/MAY 2026

REQUIREMENTS:

The ideal candidate must be in possession of a Grade 12 Certificate or any qualification that will enable the person to perform work satisfactorily. Practical experience in rendering secretarial/ administrative support to Management/ Senior Management will serve as an added advantage. •Computer literacy is a prerequisite.

KEY PERFORMANCE AREAS:

The successful candidate will be required to • **Provide a secretarial/receptionist support service to the Director**, i.e., receive telephone calls and refer the calls to the correct role players if it is not meant for the Manager. Record appointments and events in the diary of the Director, type documents for the Director, and operate office equipment; • **Provides travel and event management services to the Director i.e.** Liaises with travel agencies to make travel arrangements; Check the arrangements when the relevant documents are received; Arranges meetings and events for the director and the staff in the directorate; Identify venue, invite role players, organize refreshments and set up scheduled for meetings and events; Processes the travel and subsistence claims for the directorate; • **Provide a clerical support service to the Director i.e.** Arrange meetings and events for the Director, records minutes of the meeting of the Director, does filling of documents, administer leave system, Receive, record and distribute all incoming and outgoing documents, handles the procurement of standard items e.g. Stationery, refreshments, collect all relevant documents to enable the Director to prepare for the meetings; • **Remains up to date with regard to prescripts and policies to ensure effective and efficient support to the Director i.e.** Studies relevant Public Service and departmental prescripts/ policies and other documents, remain abreast with the procedures and process that apply in the office of the Director.

ESSENTIAL KNOWLEDGE, SKILLS, AND COMPETENCIES REQUIRED:

The successful candidate must have: - • Knowledge of relevant legislation/ policies/ prescripts and procedures • Reporting formats/templates of the organisation • Sound knowledge on the operation and utilization of the following equipment: General Office Equipment i.e. Binding Machines, Dictaphones, computer, printer, photocopier, fax machine, data video projector, and MS Office i.e. Word, Excel, and Presentation; Working knowledge of the Public Sector, knowledge and understanding of the regulatory framework for the Public Service e.g. Public Service Act, Public Finance Management Act (PFMA), Treasury Regulations, Constitution of the Republic of South Africa, Public Service Regulations, Service Delivery (Batho Pele). Skills: Minute-taking, Sound organizational skills, good telephone etiquette, and a high level of reliability. Language skills and the ability to communicate well with people at different levels and from different backgrounds. Ability to work under pressure and meet deadlines. Confidentiality, fairness, discretion, respect, and a high level of reliability.

NB: 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. T Gambu: Tel No: 033 382 8041

POST TITLE:	DRIVER/MESSENGER: RECORDS MANAGEMENT
BUSINESS UNIT:	AUXILIARY SERVICES
SALARY:	R 201 093 – R 236 877 PER ANNUM
SALARY LEVEL:	04
CENTRE:	HEAD OFFICE: PIETERMARITZBURG
REFERENCE:	DRIVER/MNGR -REC MAN 15/MAY 2026

REQUIREMENTS: • Applicants must have Grade 12 Certificate plus a Code B driver's license – light motor vehicles. Applicants must have a minimum of 1 year of driving experience. PDP will be an added advantage.

KEY PERFORMANCE AREAS: • Drive Light and medium motor vehicles to transport passengers and other items (mail, documents, and assets transferred); • Conduct routine maintenance on the allocated vehicles and report defects in time; • Complete all the required and prescribed records and log books with regard to the vehicle and goods handled; • Provide Messenger and General Support Services.


SKILLS, TRAINING, AND COMPETENCIES: The successful candidate must have: - • Knowledge and understanding of the regulatory framework for Public Service, e.g. • Public Service Act, Public Service Regulations, working knowledge of the Departmental policies and circulars, Public Service, Motor vehicles. Self-motivated and ability to work independently towards predetermined deadlines. **Skills:** Communication (verbal and written), Good inter-personal relations, Record maintenance, Driving. **Values/Attributes:** Reliability, Dependable, Initiative, Punctuality, Honesty and integrity, Commitment • Interpersonal skills.

• **ALL THE APPOINTMENTS WILL BE MADE IN ACCORDANCE WITH THE EMPLOYMENT EQUITY TARGETS OF THE DEPARTMENT, WHICH IS AFRICAN MALE, COLOURED MALE, INDIAN MALE, AND PEOPLE WITH DISABILITIES ARE ENCOURAGED TO APPLY.**

• Enquiries: Mr M Magubane: Tel No.: 060 564 3063

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. All attachments for Email applications must include an application form Z83 and CV only combined in PDF and as one (1) document or attachment, indicating the correct job title and the reference number of the post on the subject line of your email. 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 HARD-COPY APPLICATION AS DIRECTED.

MARINE BUILDING 22 DOROTHY NYEMBE, STREET, 8TH FLOOR, DURBAN 4000	CALDER HOUSE 217 BURGER STR, PIETERMARITZBURG 3200	PORT SHEPSTONE 46 BISSET STREET, 4240
1 NORTHWAY DRIVE IXOPO 3276	GREENVILLE BUILDING CORNER OF LINK ROAD AND R102, GREENVILLE BUILDING	94 MURCHISON STREET, LADYSMITH 3370
43 HARDING STREET, NEW CASTLE	26 BEACONSFIELD STREET, OFFICE ENTRANCE 3, DUNDEE	LEGISLATURE BUILDING 2ND FLOOR, LEGISLATURE BUILDING, KING DINUZULU HIGHWAY, ULUNDI

MZOLOLO AVENUE, MKUZE, 3969	ALOE LOOP AVENUE, NEXT TO UNISA BUILDING, VELD EN VLEI, RICHARDSBAY, 3900	LOT 55D KIEPERSOL STREET, RIVERVIEW ROAD, MTUBATUBA
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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 Siphosenkosi 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 from the State Security Agency and to the following checks (security clearance, qualifications, 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.

All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process.

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 cover any travel and subsistence costs associated with recruitment processes.

Closing date: **12 June 2026** (at 16h00). Applications received after the closing date and time will not be considered.