KWAZULU-NATAL PROVINCE
ECONOMIC DEVELOPMENT, TOURISM AND ENVIRONMENTAL AFFAIRS
REPUBLIC OF SOUTH AFRICA

KWAZULU-NATAL PROVINCE
DEPARTMENT OF ECONOMIC DEVELOPMENT, TOURISM AND ENVIRONMENTAL AFFAIRS

POST TITLE:	**DEPUTY DIRECTOR: RISK AND INTEGRITY MANAGEMENT – NATURE CONSERVATION**
BUSINESS UNIT:	**RISK AND INTEGRITY MANAGEMENT**
SALARY:	**R 932 292 – R 1 098 195 PER ANNUM (ALL-INCLUSIVE SALARY PACKAGE TO BE STRUCTURED IN ACCORDANCE WITH THE RULES OF MMS)**
SALARY LEVEL:	**11**
HEAD OFFICE:	**HEAD OFFICE: PIETERMARITZBURG**
REFERENCE:	**DD- RIM-NC 01/NOVEMBER 2026**

REQUIREMENTS: The ideal candidate must have: An appropriate Bachelor's Degree / Three-year National Diploma in Risk Management/ Ethics Management at NQF Level 6/7 as recognised by SAQA. • A minimum of 3 years of junior management experience in a Risk Management / Integrity Management environment. •Professional certification in Risk Management/Ethics or a postgraduate qualification or active registration with a Risk or Ethics Professional Body or demonstrable relevant experience within an environmental management and nature conservation environment will be an added advantage. •A valid driver's License.

KEY PERFORMANCE AREAS: • Develop risk, business continuity and integrity management strategies, systems (methodologies, models and tools etc.), policies and annual plans; • Manage, implement, review and improve the risk, business continuity and integrity management framework; • Facilitate institutionalisation of risk, business continuity and integrity management; • Establish and maintain good relationships with relevant stakeholders such as Risk Management Committee/ Audit Committee/ Ethics Committees/ Forums.

SKILLS, TRAINING, AND COMPETENCIES: The successful candidate must have a sound knowledge and understanding of a variety of aspects, including risk management policies and Frameworks, Integrity Management Policies and Frameworks, Risk Management Principles and Practices, Government systems, and Treasury Regulations. Knowledge of Integrity Management Policies and Frameworks. 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, Employee Performance Management System, Skills Development Act, Promotion of Access to Information Act, National Development Plan, Project Management Principles, Service Delivery Frameworks (Batho Pele Principles). ▪ **Skills**: Problem-solving and analysis, people and diversity management, accountability and ethical conduct, commitment to a high level of quality control, organisational skills, report writing skills, good communication skills, facilitation and presentation skills, strong project management and planning skills, computer skills, Communication skills (verbal and written), presentation skills, report writing, planning and organising skills, basic financial and supply chain management skills, good interpersonal skills, good research and analytical skills, time management skills, relationship management skills. ▪ **Values/Attributes** such as integrity and sound judgement, ability to work under pressure and maintain, leadership and stakeholder engagement, ability to handle sensitive information and complex governance matters objectively, professionalism, 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 ARE AFRICAN MALE, COLOURED MALE, INDIAN MALE, AND PEOPLE WITH DISABILITIES WHO MEET THE REQUIREMENTS ARE ENCOURAGED TO APPLY.

ENQUIRIES: MS. Z. DLAMINI: TEL NO: 033-264 2530

POST TITLE:	**RISK & INTEGRITY MANAGEMENT PRACTITIONER**
BUSINESS UNIT:	**RISK AND INTEGRITY MANAGEMENT**
SALARY:	**R 338 106.00 – R 398 277 PER ANNUM**
SALARY LEVEL:	**07**
HEAD OFFICE:	**HEAD OFFICE: PIETERMARITZBURG**
REFERENCE:	**RIM – PRACT 02/NOVEMBER 2026**

REQUIREMENTS: The ideal candidate must have: ▪ An appropriate NQF 6/7 National Diploma or Degree in Risk Management or Professional Ethics qualification as recognised by SAQA. ▪ A minimum of 1-2 years' experience in a Risk Management, Ethics / Integrity Management environment. Business Continuity Management, Fraud Risk Management. Active registration with a Risk/Ethics professional body will serve as an added advantage. A valid driver's licence.

KEY PERFORMANCE AREAS: The successful candidate will be required to ▪ Implement and support the development of risk, business continuity and Integrity management frameworks, policies and plans; ▪ Organise and participate in awareness, training and stakeholder support; ▪ Provide support in facilitating risk, integrity, business continuity and integrity management assessments; ▪ Implement risk, integrity and business continuity monitoring, evaluation and reporting mechanisms; and ▪ Perform secretarial and administrative support for the relevant Committees.

SKILLS, TRAINING, AND COMPETENCIES: The successful candidate must have: ▪ In-depth knowledge of a variety of aspects such as Public Sector Risk Management Framework, Public Sector Integrity Management, Business Continuity Management Framework/ Standards, Code of Conduct for Public Servants, Protected Disclosures Act, Prevention and Combating of Corrupt Activities Act (PRECCA), Anti-corruption initiatives in the Public Services, Professional Ethics infrastructure in the Public Services, Public Service Act, Public Finance Management Act (PFMA), Treasury Regulations and Public Service Regulations. Knowledge of Risk Management principles and practices. Government systems. Knowledge of the Integrity Management Framework. ▪ **Skills:** Excellent skills in Problem Solving and risk analysis, Accountability and Ethical Conduct, Analytical skills, Planning, coordination and organising skills. Good communication skills, Computer literacy, time management, report writing, presentation and facilitation, Committee administration and minute-taking, conflict management. ▪ **Values/Attributes:** Ability to work independently, integrity and honesty, professionalism, respect, teamwork and innovation.

NB: ALL THE APPOINTMENTS WILL BE MADE IN ACCORDANCE WITH THE EMPLOYMENT EQUITY TARGETS OF THE DEPARTMENT. MALES AND PEOPLE WITH DISABILITIES WILL BE GIVEN PREFERENCE

ENQUIRIES: MS. Z. DLAMINI: TEL NO: 033-264 2530

POST TITLE:	**DRIVER/MESSENGER: UMKHANYAKUDE DISTRICT**
BUSINESS UNIT:	**DISTRICT OPERATIONS MANAGEMENT**
SALARY:	**R 201 093 – R 236 877 PER ANNUM**
SALARY LEVEL:	**04**
HEAD OFFICE:	**UMKHANYAKUDE DISTRICT**
REFERENCE:	**DRIVER- DOM 03/NOVEMBER 2026**

REQUIREMENTS: • Applicants must have Grade 10 or equivalent appropriate qualification as recognised by SAQA, plus a Code B / Code 8 valid driver's licence – light motor vehicles. A valid Professional Driving Permit (PrDP) will be an added advantage. Applicants must have a minimum of 1 year of driving experience.

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 logbooks with regards to the vehicle and goods handled; ▪ Provide Messenger and General Support Services to the district.

SKILLS, TRAINING, AND COMPETENCIES: The successful candidate must have: ▪ Knowledge of road safety rules and traffic regulations, knowledge of local routes and locations, Basic knowledge of vehicle maintenance and safety checks, knowledge of procedures for handling and delivering official documents and parcels, basic knowledge of administrative and record-keeping procedures. Knowledge of National Traffic Regulations. Knowledge and understanding of the regulatory framework for Public Service, e.g., ▪ Public Service Act, Public Service Regulations, Batho Pele Principles, working knowledge of the Departmental policies and circulars, Public Service, Motor vehicles. Self-motivated and able to work independently towards predetermined deadlines. ▪ **Skills**: Good driving and vehicle-handling skills, good interpersonal skills, time-management and organisational skills, ability to plan routes and meet deadlines, ability to maintain accurate records and complete delivery documentation, and basic problem-solving skills (ability to interpret road signs and map book). Pre-trip Inspection/Vehicle Safety Inspection, good communication skills (verbal and written), Record maintenance, Driving. ▪ **Values/Attributes:** Honest, reliable and trustworthy, punctual and responsible, professional and courteous, good work ethic and self-discipline, ability to work independently and under pressure, respectful of confidentiality and official information, flexible and willing to assist with additional duties when required.

- **ALL THE APPOINTMENTS WILL BE MADE IN ACCORDANCE WITH THE EMPLOYMENT EQUITY TARGETS OF THE DEPARTMENT**
- **THIS POST IS ONLY OPEN TO PEOPLE RESIDING IN KWAZULU-NATAL**
- **ENQUIRIES: MS N. MAPHISA: TEL NO.: 069 007 3782**

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 above-mentioned 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.***

The EDTEA districts addresses are as follows:

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	**241 UTRECHT STREET, VRYHEID ABAQULUSI**	**ALOE LOOP AVENUE, NEXT TO UNISA BUILDING, VELD EN VLEI, RICHARDSBAY, 3900**	**LOT 55D KIEPERSOL STREET, RIVERVIEW ROAD, MTUBATUBA**
MZOLOLO AVENUE, MKUZE, 3969			

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 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, 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 appointment to SMS positions, the appointee must obtain a pre-entry certificate for the Senior Management Pre-Entry Programme, a public service-specific training program applicable to all applicants aspiring to join the SMS. The course is offered by the National School of Government (NSG). The course is available at the NSG as the Certificate for Entry, and full details can be found at: 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: 20 NOVEMBER 2026 (at 16h00). Applications received after the closing date and time will not be considered.