



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

BUSINESS UNIT	:	STATISTICAL DATABASE & KNOWLEDGE MANAGEMENT
POST	:	DEPUTY DIRECTOR: STATISTICAL DATABASE
SALARY PACKAGE	:	R 1 003 890.00 – R 1 182 534.00 PER ANNUM (All-inclusive salary package to be Structured in accordance with the rules of MMS)
SALARY LEVEL	:	12
CENTRE	:	HEAD OFFICE
REFERENCE	:	DD – STATS 01/AUG 2024

REQUIREMENTS

The ideal candidate must have an appropriate Bachelor's Degree in Applied Statistics, Economics, Applied Mathematics, Statistics, Computer Science, Information Management Systems, and any related Business Qualification at (NQF level 6/7) as recognized by SAQA. A minimum of 3-5 years of Junior Management experience focusing on Applied Statistics, Data Management, Data Analysis, Economic Analysis, and Data Management Systems. A valid driver's license.

ESSENTIAL KNOWLEDGE, SKILLS, AND COMPETENCIES REQUIRED:

The successful candidate must have: - A thorough and in-depth knowledge of Data Management; Applied Statistics & Data Management Systems and strategies in the Public Sector such as Statistics and Data Analysis; Database Administration; Project Management Principles; Develop and maintain complex databases using Microsoft Access & Microsoft SQL; Labour Relations Act; Basic Conditions of Employment Act; Promotion of Access to Information Act; Promotion of Administrative Justice Act; Skills Development Act; National Development Plan; PFMA and Treasury Regulations; Knowledge of Service Delivery (Batho Pele). Skills such as an ability to implement data management systems/applications; undertake applied statistical data analysis; generate statistical analytical reports; use advanced Excel in data and knowledge management; Research skills; Communication skills (Verbal & Written Skills); Facilitation Skills; Presentation Skills; Report writing skills; Analytical thinking; Planning and organizing skills; Numerical acumen with good attention to details; Applied Statistical Data Analysis; Public Service Management and Administration; Language proficiency skills; People and Diversity Management skills; organizational skills; driving skills; supervisory and report writing skills. Personal attributes innovative; independent; time frame driven; meticulous; confidentiality; honest; integrity; reliability; commitment.

KEY PERFORMANCE AREAS:

The successful candidate will be required to: ▪ Facilitate the implementation of an effective statistical database system in the Department; ▪ Develop systems for statistical data gathering, analysis, and reporting; ▪ Coordinate the analysis of statistical data to derive meaningful insights and trends; ▪ Development of statistical database policies and strategies aimed at improving services delivery; ▪ Manage the resources of the Sub-Directorate.

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 C HAMADZIRIPI

BUSINESS UNIT	:	TOURISM GROWTH & DEVELOPMENT
POST	:	DEPUTY DIRECTOR: TOURISM PRODUCT DEVELOPMENT & SUPPORT SERVICES
SALARY PACKAGE	:	R 1 003 890.00 – R 1 182 534.00 PER ANNUM (All-inclusive salary package to be Structured in accordance with the rules of MMS)
SALARY LEVEL	:	12
CENTRE	:	HEAD OFFICE
REFERENCE	:	DD – TOUR PROD 04/AUG 2024

REQUIREMENTS

The ideal candidate must have an appropriate National Diploma/ Bachelor's Degree in Tourism Management, Travel & Tourism, or equivalent qualification at (NQF level 6/7) as recognized by SAQA. A minimum of three (3) years of Junior Management experience in the Tourism Sector/field. A valid driver's license.

ESSENTIAL KNOWLEDGE, SKILLS, AND COMPETENCIES REQUIRED:

The successful candidate must have: - An in-depth knowledge and understanding of the Constitution of the Republic of South Africa; White Paper on the Development and Promotion of Tourism in South Africa of 1996; White Paper on the Development and Promotion of Tourism in KwaZulu Natal of 2008; Tourism Act No. 72 of 1993; KwaZulu Natal Tourism Act of 1996 as amended in 2002; National Tourism Sector Strategy; Provincial Tourism Master Plan, National Rural Tourism Strategy, Domestic Tourism Growth Strategy, National Strategy on Heritage and Cultural Tourism, Provincial Growth Development Strategy and Plan; Provincial Spatial Economic Development Strategy and other relevant provincial and national strategies; Knowledge of Service Delivery (Batho Pele Principles). Knowledge and understanding of the regulatory framework for the Public Service e.g. Constitution of the Republic of South Africa, Public Service Act, PFMA, Treasury Regulations, Public Service Regulations, Basic Conditions of Employment Act, Occupational Health and Safety Act, Labour Relations Act. Good stakeholder coordination and engagement, Sound research, knowledge management, strategic capability, and leadership, problem-solving and analysis, empowerment. Knowledge and understanding of Employee Performance and Management Systems, Skills such as analytical thinking and innovative thinking; Planning and Execution; Verbal & written communication; Good Facilitation and Coordination skills; Experience in intergovernmental relations; Community Development; Facilitation; Project Management; Research, Strategy Formulation and Policy Analysis; Interpersonal Skills; Good Report writing skills; Good presentation skills; internal and external stakeholder coordination and sound stakeholder relations; Ability to interact with people at all levels; Minute Taking Skills; Time Management; verbal & written communication; Computer literacy; Report writing & driving skills. Personal attributes such as confidence & self-motivation; commitment; innovative; accountability; tolerance; dependability; confidentiality; and time frame driven.

KEY PERFORMANCE AREAS:

The successful candidate will be required to:

- Coordinate and facilitate the identification of Tourism Products in the Province;
- Coordinate the identification and packaging of specific niche products/markets;
- Coordinate the creation of a conducive environment to encourage growth opportunities for new and emerging business and dissemination of information;
- Develop policies and strategies aimed at improving service delivery;
- Manage the resources of the Sub-Directorate.

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

**ENQUIRIES : MS A ZONDI
TEL NO : 0824688883**

**BUSINESS UNIT : TOURISM SECTOR TRANSFORMATION
POST : DEPUTY DIRECTOR: TOURISM EDUCATION & AWARENESS
SALARY PACKAGE : R 1 003 890.00 – R 1 182 534.00 PER ANNUM (All-inclusive salary package to be Structured in accordance with the rules of MMS)
SALARY LEVEL : 12
CENTRE : HEAD OFFICE
REFERENCE : DD – TOUR EDUC 03/AUG 2024**

REQUIREMENTS

The ideal candidate must have an appropriate National Diploma/ Bachelor's Degree in Tourism Management or equivalent qualification at (NQF level 6/7) as recognized by SAQA. A minimum of three (3) years of Junior Management experience in the Tourism Sector. A valid driver's license.

ESSENTIAL KNOWLEDGE, SKILLS, AND COMPETENCIES REQUIRED:

The successful candidate must have: - An in-depth knowledge and understanding of Knowledge of the Constitution of the Republic of South Africa; White Paper on the Development and Promotion of Tourism in South Africa of 1996; White Paper on the Development and Promotion of Tourism in KwaZulu Natal of 2008; Tourism Act No. 72 of 1993; KwaZulu Natal Tourism Act of 1996 as amended in 2002; National Tourism Sector Strategy; Provincial Tourism Master Plan, National Rural Tourism Strategy, Domestic Tourism Growth Strategy, National Strategy on Heritage and Cultural Tourism, Provincial Growth Development Strategy and Plan; Provincial Spatial Economic Development Strategy and other relevant provincial and national strategies; Knowledge of Service Delivery (Batho Pele Principles). Knowledge and understanding of the regulatory framework for the Public Service e.g. Constitution of the Republic of South Africa, Public Service Act, PFMA, Treasury Regulations, Public Service Regulations, Basic Conditions of Employment Act, Occupational Health and Safety Act, Labour Relations Act. Good stakeholder coordination and engagement, Sound research, knowledge management, strategic capability, and leadership, problem-solving and analysis, empowerment. Knowledge and understanding of Employee Performance and Management Systems, Skills such as analytical thinking and innovative thinking; Planning and Execution; Verbal & written communication; Good Facilitation and Coordination skills; Experience in intergovernmental relations; Community Development; Facilitation; Project Management; Research, Strategy Formulation and Policy Analysis; Interpersonal Skills; Good Report writing skills; Good presentation skills; internal and external stakeholder coordination and sound stakeholder relations; Ability to interact with people at all levels; Minute Taking Skills; Time Management; verbal & written communication; Computer literacy; Report writing & driving skills. Personal attributes such as confidence & self-motivation; commitment; innovative; accountability; tolerance; dependability; confidentiality; time frame driven.

KEY PERFORMANCE AREAS:

The successful candidate will be required to: ▪ Develop targeted capacity-building programmes for tourism education for the Province; ▪ Facilitate and coordinate tourism education and awareness

campaigns in the Province; ▪ Develop tourism safety programmes and ensure coordination with various stakeholders in the Province in line with tourism safety strategy; ▪ Facilitate the proper implementation of policies, strategies, legislations and programmes/frameworks related to Tourism Education and Awareness; ▪ Manage the resources of the Sub-Directorate.

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

ENQUIRIES : MS A ZONDI
TEL NO. : 082 4688 883

BUSINESS UNIT : INFORMATION TECHNOLOGY SERVICES
POST : DEPUTY DIRECTOR: TELECOMMUNICATION SERVICES
SALARY PACKAGE : R 849 702.00 – R 1 000 908.00 PER ANNUM (All-inclusive salary package to be Structured in accordance with the rules of MMS)
SALARY LEVEL : 11
CENTRE : HEAD OFFICE
REFERENCE : DD – TELECOMM 02/AUG 2024

REQUIREMENTS

The ideal candidate must have an appropriate Bachelor's Degree/ National Diploma in Information Science/ Business Management/ Management Information Systems at (NQF level 6/7) as recognized by SAQA. A minimum of 3-5 years of Junior Management experience in an Information and Communication Technology environment. A valid driver's license.

ESSENTIAL KNOWLEDGE, SKILLS, AND COMPETENCIES REQUIRED:

The successful candidate must have: - Thorough knowledge of and good working knowledge of telecommunication policies and legislation. Knowledge and understanding of Government Legislated Information Technology Acts and Frameworks. In-depth knowledge and understanding of Telecommunication Policies; Telecommunications Act of 1996; Management of Legal Service Agreements; •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), the Code of Conduct for Public Servants, IT Governance framework, HR Matters and relevant statutory provisions. Report writing and good presentation skills. People management skills, client and service delivery orientation, and focus. IT financial and procurement management experience. Good interpersonal skills, and ability to work well in a team and independently. Logical and analytical thinking skills as well as problem-solving and innovation. Communication, document management, and project management skills. Advanced communication skills and ability to communicate at all levels, including National Departments, Provincial Departments, Political Office Bearers, Senior Government Officials, Senior Management, Departmental Communication, Interdepartmental Communication, Departmental staff, Department of Communications and Digital Technologies, Public Entities, Private Sector Organizations, and Service providers.

KEY PERFORMANCE AREAS:

The successful candidate will be required to: ▪ Manage and coordinate telecommunications

environment in the department; ▪ Manage implementation of National, Provincial, and Departmental Telecommunication directives; ▪ Manage planning and execution of telecommunication-related projects; ▪ Develop policies and strategies aimed at improving telecommunication services in the Department; ▪ Manage the resources of the unit.

THIS POST IS BEING RE-ADVERTISED, CANDIDATES WHO APPLIED PREVIOUSLY MAY RE-REAPPLY.

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 M BUTHELEZI
TEL NO: 033 264 2732

BUSINESS UNIT : COOPERATIVES MANAGEMENT
POST : DEPUTY DIRECTOR: DISTRICTS COORDINATOR (X2)
SALARY PACKAGE : R 849 702.00 – R 1 000 908.00 PER ANNUM (All-inclusive salary package to be Structured in accordance with the rules of MMS)
SALARY LEVEL : 11
CENTRE : HARRY GWALA & KING CETCHWAYO DISTRICTS
REFERENCE : DD – COOPS DISTR 05/AUG 2024

REQUIREMENTS

The ideal candidate must have an appropriate Bachelor's Degree / National Diploma in Social Science and Development Studies/ Accounting / Economics/ Entrepreneurship/or Business Management, or equivalent qualification at (NQF level 6/7) as recognized by SAQA. A minimum of three (3) years of Junior Management experience in development and support of businesses and other income generating venture. A valid driver's license.

ESSENTIAL KNOWLEDGE, SKILLS, AND COMPETENCIES REQUIRED:

The successful candidate must have: - An in-depth knowledge and understanding of Public Sector; Private Sector; Computer; Public Management; Public Finance Management Act; Knowledge of management including finance, project management and human resource development; Broad knowledge of pertinent legislative and policy frameworks especially economic and development frameworks; Knowledge of economic, business development and employment creation challenges facing KZN. Knowledge of Service Delivery (Batho Pele Principles). Knowledge and understanding of the regulatory framework for the Public Service e.g. Constitution of the Republic of South Africa, Public Service Act, Treasury Regulations, Public Service Regulations, Basic Conditions of Employment Act, Occupational Health and Safety Act, Labour Relations Act. Good stakeholder coordination and engagement, Sound research, Knowledge Management, Strategic capability and leadership, problem-solving and analysis, empowerment. Knowledge and understanding of Employee Performance and Management Systems. Skills such as Analytical thinking; Interpersonal relations; Planning and organizing; Communications (verbal and written communication); Diplomacy; Development and facilitation skills; Business planning and project management; Presentation Skills; Report writing skills; Ability to source, analyse and provide data and statistics in a dynamic, team-oriented environment; Ability to operate a computer; Priority Setting; Time management & Driving skills. Personal attributes such as Self-confidence; Assertiveness; Integrity and trust; Customer orientation; Teamwork orientation; Political savvy; Process oriented & Emotional intelligence.

KEY PERFORMANCE AREAS:

The successful candidate will be required to: ▪ Manage the support of Cooperatives in the District with a market potential including access to funding; ▪ Facilitate capacity building, skills development and mentorship of Cooperatives; ▪ Develop policies and strategies aimed at improving service delivery; ▪ Facilitate market opportunities within lead sectors/industries for Cooperatives; ▪ Manage human capital and the assets of the Department in the district.

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

ENQUIRIES : MS S Mazibuko/ Ms N Memela
TEL NO : 033 264 2764

BUSINESS UNIT: STRATEGIC PLANNING MANAGEMENT
POST TITLE: DEPUTY DIRECTOR: STRATEGIC PLANNING MANAGEMENT (SEZ)
SALARY: R 849 702.00 – R 1 000 908.00 PER ANNUM (All-inclusive salary package to be Structured in accordance with the rules of MMS) (SL 11)
CENTRE : HEAD OFFICE: PIETERMARITZBURG
REFERENCE: DD- STRAT PLAN 06/AUG 2024

REQUIREMENTS

The ideal candidate must be in possession of an appropriate Bachelor's Degree/ Three-year National Diploma in Business Economics/ Public Policy/ Public Management/ Regional/ Urban Planning /Development Studies at NQF level 6/7 as recognized by SAQA. •Post graduate qualification or equivalent will serve as an added advantage •A minimum of 3 to 5 years of Junior Management experience in strategic planning/ performance monitoring and Organizational Performance. Understanding SEZ will be an added advantage. •A valid driver's licence.

ESSENTIAL KNOWLEDGE, SKILLS, AND COMPETENCIES REQUIRED:

The successful candidate must have a thorough knowledge of the Public Service Monitoring and Evaluation Framework Knowledge and experience of the different research methodologies Knowledge and experience of information analysis and report writing. Knowledge of National Framework of Strategic Plans and Annual Performance Plans, National Development Plan, Medium-Term Development Plan, Operations Management Framework, Provincial Growth and Development Plan, and District Growth and Development Plan. Knowledge of Special Economic Zones. Good understanding of the regulatory framework for the Public Service e.g. Public Service Act, PFMA, Public Service Regulations, Labour Relations Act, Occupational Health and Safety Act, Basic Conditions of Employment Act, Skills Development Act, and Treasury Regulations, Constitution of the Republic of South Africa, Employee Performance Management System, policies, and procedures. Understanding of government's medium-term strategic frameworks •Proven ability to communicate at all government levels and across various structures and spheres • Good knowledge of MS Word, MS Excel, and MS PowerPoint. •Facilitation Skills, listening skills, Problem-solving skills, Computer skills, Research Skills, Analytical skills, Report Writing and Presentation Skills, Planning and organizing Skills, Interpersonal Skills, Communication Skills, Project Management Skills, Financial Management Skills. Time management, Organising, Planning, Research, Project management, Communication (verbal/written) and Presentation skills, Conflict management and, Interpersonal relations, Problem-solving, and organizing skills. •Ability to work under pressure, ability to maintain confidentiality,

Commitment, and reliability. Professionalism, Honesty, Innovative, and Integrity.

KEY PERFORMANCE AREAS:

The successful candidate will be required to:


- Manage the Departmental Strategic Planning and Implementation processes, including public entities
- Manage the development of strategies to achieve strategic objectives
- Manage the submission of correspondence to Cabinet
- Manage the alignment of SMS Performance Agreements to Departmental strategic and annual objectives and manage the interpretation of regulations and formulate and co-ordinate input into the development of policies and procedure
- Manage resources of the Sub-Directorate

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- **ALL THE APPOINTMENTS WILL BE MADE IN ACCORDANCE WITH THE EMPLOYMENT EQUITY TARGETS OF THE DEPARTMENT.**

ENQUIRIES: MS N KHUZWAYO

TEL NO: 082 796 3488

DIRECTIONS TO APPLICANTS:

1. 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. 
2. 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.
3. 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.
4. 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 have a foreign qualification it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA).
5. 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.
6. Shortlisted candidates may be required to undergo a competency test.
7. "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 list of Designated Online Application Centres (DOACS) 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.

MARINE BUILDING 22 DOROTHY NYEMBE, STREET, 8TH FLOOR, DURBAN	CALDER HOUSE 217 BURGER STR, PIETERMARITZBURG, 3200	46 BISSET STREET, PORT SHEPSTONE
TRIGON PLACE 139a, MARGARET STREET, IXOPO	GREENVILLE BUILDING CORNER OF LINK ROAD AND R102, GREENVILLE BUILDING	94 MURCHISON STREET, LADYSMITH, 3370
43 HARDING STREET, NEWCASTLE	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

8. 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.
9. 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. 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.
11. 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 the implementation of competency-based assessment). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools.
12. Before the appointment is made for SMS positions, the appointee will be required to produce a Pre-entry certificate for the Senior Management Pre-Entry Programme, which is 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>.

CLOSING DATE: 30 AUGUST 2024.
