

# National Department of Tourism

The Department of Tourism is an equal opportunity, affirmative action employer. It is our intention to promote representivity (race, gender and disability) in the Department through the filling of these posts.

**APPLICATIONS:** Applications, quoting the relevant reference number must be forwarded for the attention of **Mr E Masindi** to Department of Tourism, Private Bag X424, Pretoria, 0001 or hand deliver at Tourism House, 17 Trevenna Road, Sunnyside, Pretoria, 0001

**CLOSING DATE:** 19 October 2015 at 16h30 (E mailed, faxed and late applications will not be considered)

**NOTE:** In order to be considered, applications must be submitted on a Z83 form, accompanied by all required certified copies of qualifications, Identity Document, proof of citizenship if not an RSA citizen and a comprehensive CV (including three contactable references). It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. All non SA citizens must attach a certified proof of permanent residence in South Africa. The Department reserves the right not to make an appointment.

**POST:** **DIRECTOR: INTEGRATED POLICY AND SECTOR PLANNING, INTERGOVERNMENTAL AND INTERDEPARTMENTAL COORDINATION (NDT34/2015)**

**SALARY:** R864 177 per annum (All-inclusive remuneration package consisting of a basic salary, the State's contribution to the Government Employees Pension Fund and a flexible portion that may be structured according to personal needs within a framework)

**CENTRE:** Pretoria

**REQUIREMENTS:** **A SAQA recognised B-degree (NQF7) plus extensive relevant experience. A minimum of five-years' experience at a middle/senior managerial level.** Working knowledge of the sector as well as the co-ordination. Extensive research experience. A valid driver's licence. Knowledge required: Strategic planning; Policy development and analysis; Coordinating multiple stakeholders; Finance and budgeting; Planning and management; Project management; Knowledge of National Tourism Sector strategy; Spatial and developmental planning; Tourism value chain; Cooperative governance mechanism. Skills required: Managerial and leadership; Extensive writing ; Organising; Presentation skills; Project management; Conflict management and resolution; Analytical thinking; Networking; Negotiation; Stakeholder consultation; Computer literacy and communicating skills at all levels.

**DUTIES:** The successful candidate will be required to perform the following functions: Provide overall strategic and leadership of the Directorate. Ensure the planning and development of policies and strategies and their integration into sectoral and departmental plans. Initiate and guide tourism sector planning processes. Advance effective, efficient Intergovernmental and Interdepartmental coordination and integration services. Manage the Directorate Human and Financial Resources.

**ENQUIRIES:** Ms S Ngidi, Tel (012) 444 6326

**NOTE:** *All shortlisted candidates for the above positions will be subjected to a technical exercise that intends to test relevant technical elements of the job, whilst selected interviewed candidates will be subjected to a two (2) day competency assessment that will test generic managerial competencies. Appointment will be subject to signing of a performance agreement, employment contract and annual financial disclosure. Applications received may be used to fill other similar posts within six (6) months of the closing date.*



**tourism**

Department:  
Tourism  
REPUBLIC OF SOUTH AFRICA

