

ADVERTISEMENT

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 to the attention of Chief Director: HR Management and Development at Department of Tourism, Private Bag X424, Pretoria, 0001, or hand delivered at Tourism House, 17 Trevenna Road, Sunnyside, Pretoria, or by email as provided.

CLOSING DATE: **27 February 2026 by 16h30 (Late applications will not be considered)**

NOTE: Application must include a Z83 form and CV only. Electronic application must be in PDF format and made up of a single document file. Indicate the correct job title and the reference number of the post on the subject line of your email. Failure to do so, your application will be disqualified. Applications quoting the relevant reference number must be submitted on the new form Z83, obtainable from any Public Service Department or on the internet at www.gov.za/documents. Received applications using the incorrect application for employment (old Z83) will not be considered. Each post(s) advert must be accompanied by its own application form for employment and must be fully completed, initialled and signed by the applicant as instructed below. Failure to fully complete, initial, and sign the Z83 form will lead to disqualification of the application during the selection process. All fields of Section A, B, C, and D of the Z83 must be completed in full. Section E, F, G (Due to the limited space on the Z83, it is acceptable for applicants to refer to their CV or see attached. However, the question related to conditions that prevent re-appointment under Part "F" must be answered, and the declaration signed. Only an updated comprehensive CV (with detailed previous experience if any) and a completed and signed new Z83 application form are required. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following the communication from Human Resources, and such qualifications (s) and other related documents (s) will be in line with the requirements of the advert. Non-RSA Citizens/Permanent Resident Permit holders in possession of foreign qualifications must be accompanied by an evaluation report issued by the South African Qualification Authority (SAQA) (only when shortlisted). Applicants who do not comply with the abovementioned instructions/ requirements, as well as applications received late, will not be considered. Correspondence will be limited to shortlisted candidates only. All shortlisted candidates shall undertake a (1) practical exercise as part of the assessment method to determine the candidate's suitability based on the posts' technical and generic requirements and (2) an ethical conduct test. Candidates will further be subjected to a personnel suitability check (criminal record, citizenship, credit record checks, qualification verification, and employment verification). Some of the interviewed candidates for Senior Management level vacancies may be subjected to a 2-day competency assessment that will test generic competencies. Appointment will be subject to the signing of the performance agreement, employment contract, and annual financial disclosure, and must attain a security clearance (vetting) applicable to the post. The Department reserves the right not to make an appointment. You are consenting to the Department of Tourism processing your personal information, subject to POPIA, by applying for this post. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.

POST: **DEPUTY DIRECTOR: KNOWLEDGE SYSTEMS IDENTIFICATION AND SUPPORT (LEVEL 12) (DT 05/2026)**

SALARY: R 1 059 105 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 the MMS dispensation)

CENTRE: Pretoria

REQUIREMENTS: A recognised NQF 7 qualification in Computer Science/ Information Management or a related field. Five (5) years' relevant working experience in the field of software development and knowledge/ information management, of which three (3) years must be supervisory/ management (ASD) level. Experience in software development (C#, net, MS SharePoint, PHP) and quality assurance of content for various information dissemination platforms. Strong technical skills in database development (MS Access, SQL, Oracle, etc.) and management is essential. Working knowledge on Geographical Information Systems (GIS), Web Technology and Mobile Technology. Good communication skills (written and spoken). Good negotiation and advocacy skills. Ability to control the budget of the component. Good computer literacy and use of standard packages. Ability to work under pressure. Ability to work individually and in a team. Knowledge of tourism and relevant policies, the Public Finance Management Act. Willingness to travel. Ability to interpret and apply policies, strategies and legislation. Ability to manage human and physical resources in the sub-directorate. A valid driver's licence (Persons with disabilities that prevent them from driving will be considered).

DUTIES: The successful candidate will be responsible for ensuring information is always up to date and accurate on the central information repository; conducting analysis to implement systems using world standards and best practices; facilitating content rewriting and uploading; facilitating updates of the Tourism Knowledge Portal and the Integrated Tourism Knowledge System modules for different sub-sectors, including information sourcing, quality assurance and capturing of events etc; developing new Tourism Knowledge Portal and the Integrated Tourism Knowledge System pages/modules as per the needs of the tourism sector; conducting assessments for improved design and reengineering of knowledge systems; implementing strategies for the tourism central information repository regarding updates, maintenance and management; maintaining and quality assuring the national tourism database and other related databases; identifying and developing knowledge management databases and systems; distributing central repository information through different communication channels; implementing content and communication strategy on tourism sector information needs for the Tourism Knowledge Portal and the Integrated Tourism Knowledge System; identifying stakeholders for the development and management of the central information repository; interfacing with stakeholder relations management unit to align activities to other departmental initiatives during stakeholder engagements; ensuring that information collection on various tourism sub-sectors is informed by the needs of the stakeholders; collating, organising and hosting tourism information sessions for presentation on various platforms; implementing search engine and performance organisation on knowledge platforms; coordinating the development and maintenance of knowledge management systems; ensuring that quality assurance of knowledge management systems is executed according to acceptable standards; monitoring and analysing the performance of knowledge systems; developing knowledge systems reports for planning and decision making; managing the development of knowledge information dissemination techniques; monitoring the continuous performance measurement of the search tools; providing the system performance standards to inform decision making.

EE REQUIREMENTS: Coloured Male and White Male candidates as well as youth and people with disabilities are encouraged to apply.

ENQUIRIES: Mr T Modjadji, Tel. (012) 444 6383

EMAIL APPLICATION: Recruitment0526@tourism.gov.za