

# 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 June at 16h30 (E mailed, faxed and late applications will not be considered)**

**NOTE:** In order to be considered, applications must be submitted on a fully completed signed Z83 form, accompanied by all required certified copies of qualifications, Identity Document, proof of citizenship/permanent residence 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). All instructions on the application form and this advert must be adhered to. Failure to comply with these requirements will result in the candidate being disqualified. 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. The Department reserves the right not to make an appointment. Short-listed candidates will be subjected to screening and security vetting to determine the suitability of a person for employment.

**POST:** **DIRECTOR: BILATERAL RELATIONS AND COOPERATION (NDT 05/2017)**

**SALARY:** R 898 743 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) International Relations, Economics, Tourism or related qualification, a post graduate qualification in a relevant discipline will be an added advantage; minimum of 5 years' middle/senior management experience, Good knowledge of International Relations and Cooperation, Tourism Management and Development; Strong Project Management, Financial and Stakeholder Engagement skills; Strategic leadership abilities with conceptual and analytical skills; Communication skills (both verbal and written), Research skills, Human Resources Management, Public sector governance knowledge. Computer Literacy; A valid driver's license.

**DUTIES:** The successful candidate will be responsible for the following key functions; Identify and analyse areas of priority in terms of national interests; Direct national priorities through bilateral relations with prioritised countries; Develop the implementation strategy; Analyse international terms of reference to identify the best practices; Identify and propose a point of interface with prioritised countries; Report continuously in terms of agreements reached; Monitor the alignment of the implementation strategy with the national priorities; Develop and monitor a framework for stakeholder consultation; Identify key stakeholders and the areas of analysis; Enhance the process of stakeholder consultation; Enforce participation in bilateral forums with prioritised countries; Draft terms of reference for bilateral engagements; Establish and coordinate capacity building initiatives; Assess the regional values and interests for proactive integration; Promote participation from regions to identify areas for development; Draft strategic plans for bilateral



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Department:  
Tourism  
REPUBLIC OF SOUTH AFRICA



engagements; Review and align the strategic plans in line with the national priorities; Manage strategic partnerships with prioritised countries;

**ENQUIRIES:** Mr T Koen, Tel. (012) 444 6154

**NOTE:** All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, some of the interviewed candidates will be subjected to a 2 days competency assessment that will test generic managerial competencies. Appointment will be subject to the signing of the performance agreement, employment contract and annual financial disclosure.



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