

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:** **18 August 2017 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: STRATEGIC SECTOR PARTNERSHIPS (NDT15/2017)**
- 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) in Social Science or related field; minimum of 5 years middle/senior Management experience, Proven strategic planning experience; Knowledge of Government Planning and Reporting, Government Wide Monitoring and Evaluation Framework; Framework for Strategic Plans and Annual. *Required skills:* Stakeholder Facilitation and Management. Programme and Project Management; Strategic Capability and Leadership; Financial Management; Interpersonal skills; Communication skills; Conflict management skills; Contract management; Change management knowledge and skills
- DUTIES:** Provide overall strategic management and leadership to the Directorate performing the following duties: Develop, implement and manage the Department's Stakeholder Engagement Strategy for the public and private sectors. Coordinate the provision of an effective and efficient secretariat service to intergovernmental meetings. Manage intergovernmental relations and tourism development programmes at all levels; Establish, convene and maintain institutional arrangements for engagements with relevant stakeholders in other spheres of government; Track and develop a schedule for external stakeholder activities including relevant stakeholder forums, meetings, events and conferences to ensure participation by the Department; Oversee the establishment of partnerships and linkages with relevant sector Departments, provinces, private sector and other relevant Agencies; Identify and propose national tourism stakeholder engagement platforms to address pertinent issues with an impact on tourism; Manage the development of a comprehensive and reliable stakeholder contact management system for the



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Department; Manage the development and periodic review of the stakeholder engagement framework

ENQUIRIES:

Mr T Koena, 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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