

# 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 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 deliver at Tourism House, 17 Trevenna Road, Sunnyside, Pretoria.
- NOTE:** In order to be considered, applications must be submitted on a fully completed signed Z83 form, accompanied by all required copies (uncertified copies will be accepted when submitting your application, but candidates invited to the interviews must ensure they bring along certified copies) of qualifications, Identity Document, proof of citizenship/permanent residence if not a 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 applicants 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 pre-employment screening and security vetting to determine the suitability of a person for employment. One of the minimum entry requirements for SMS is the pre-entry certificate. For more details on the pre-entry course visit: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Applicants for SMS positions should complete the National School of government Public Service SMS pre-entry certificate and submit a copy along with the application.
- POST:** **CHIEF DIRECTOR: COMMUNICATIONS (DT06/2022)**
- SALARY:** R 1 269 951 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 SMS dispensation)
- CENTRE:** Pretoria
- REQUIREMENTS:** A SAQA recognised NQF 7 in media, journalism or communication or any other related field. A minimum of five (5) years Senior Management experience in corporate communications, stakeholder management, media liaison or any related environment. Professional writing skills for media and familiarity with content best practises will be an added advantage. Sound knowledge in strategic capability and leadership, programme and project management, financial management, change management, people management and empowerment, service delivery and innovation, customer orientation and service delivery and problem solving. Good understanding and exposure to government communications system; Proven experience and exposure in electronic and digital media capabilities. Excellent understanding of the work of government, tiers of government and various stakeholders. Knowledge of the Government Planning and Delivery Cycle, Public Finance Management Act and Treasury Regulations; Computer Literacy; A valid driver's license and willingness to travel. Incumbent must be self-driven, innovative and creative.
- DUTIES:** Reporting to the Deputy Director General: Corporate Management the successful candidate will be responsible for the following key functions; Providing leadership and strategic direction to the Chief Directorate: Ensuring the development and implementation of the Communication Strategy; Provide effective oversight and management of the departmental media engagement plan; Drive the implementation of branding and corporate identity of the department; Facilitate research and sourcing of content from programmes across the department for publication in relevant platforms. Oversee the planning and execution of departmental events in terms of the departmental events framework. Ensure the provision of effective departmental communication services, managing outreach programme and coordinate adequate communications within the clusters. Provide high-level media liaison support to the

Minister, Deputy Minister, Director General. Ensure effective management of all internal and external communication initiatives of the department, including the production of publications (e.g. annual reports and internal newsletters)

**ENQUIRIES:** Ms R Ngwenya, Tel: (012) 444 6745

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

**CLOSING DATE:** 27 May 2022 at 16:30 (Late applications will not be considered)