

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: 12 June 2026 by 16:30 (Late applications will not be considered)

NOTE: Application must include a Z83 form and CV only. The 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. 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 the 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. Applicants in possession of foreign qualifications must be accompanied by an evaluation report issued by the South African Qualifications 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, 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. 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 validity will be conditional on the signing of the employment contract, performance agreement, and annual financial disclosure, and the applicant 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.

POST: DEPUTY DIRECTOR: EVALUATION (DT33/2026)

SALARY: R 1 101 468 per annum (Salary level 12), all-inclusive salary package. The remuneration package consists 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 the relevant framework

CENTRE: Pretoria

REQUIREMENTS: A recognised NQF Level 7 qualification in Monitoring and Evaluation or related field. A post graduate qualification will be an added advantage. Five (5) years' experience in Monitoring and Evaluation of which three (3) years must be at a supervisory level. Knowledge of relevant Acts and Prescripts. Knowledge of National Development Plan. Knowledge of Government-Wide Monitoring and Evaluation Policy Framework. Knowledge of National Evaluation Policy Framework. Understanding of PFMA, Finance

and Procurement policies. Understanding of departmental policies and procedures. Understanding of Public service prescripts. Basic knowledge of statistics. Research skills. Monitoring and evaluation skills. Planning and Project management skills. Interpersonal skills. Data analysis and interpretation skills. Skills in developing M&E methodologies and data collection tools. Problem solving skills. Report writing skills. Good communication and presentation skills. A valid driver's license. (Persons with disabilities that prevent them from driving will still be considered).

DUTIES:

The successful candidate will be responsible for developing, reviewing and implementing the Departmental Monitoring and Evaluation Framework; Ensuring research is conducted to develop and review M&E frameworks and guidelines; Aligning Departmental M&E Framework with Government-Wide M&E Framework; Ensuring the implementation of Departmental M&E Framework; Developing and reviewing Departmental Evaluation Plan (DEP), Conducting consultations to identify projects and programmes for evaluation; Providing secretariat support for the departmental evaluation committees; Participating at National Evaluation Committees and government M&E forums; ; Conducting evaluation on programmes and projects identified and implemented by the Department; Ensuring the evaluation of departmental programmes and projects in line with departmental M&E framework and guidelines; Developing proposals for evaluations to be conducted; Developing methodology, indicators and data collection tools for evaluation studies; Conducting site visits and data collection for evaluations; Conducting data quality assurance and analysis for M&E; Developing evaluation reports with clear recommendations, implementation and improvement plans; Ensuring implementation of the Improvement Plans after evaluations; Assisting with training on methodology and data collection for evaluations; Developing a data management system for M&E; Developing briefing and advisory reports on M&E; Managing staff in the evaluation unit.

EE REQUIREMENTS:

Coloured male and White male candidates as well as youth and people with disabilities are encouraged to apply.

ENQUIRIES:

Mr T Mafela Tel. (012) 444 6371

EMAIL APPLICATION:

Recruitment3326@tourism.gov.za