

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: 10 April 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 to signing of the employment contract, performance agreement, 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.

POST: **DEPUTY DIRECTOR: TOURIST GUIDING COMPLIANCE (LEVEL 12) (DT 16/2026)**

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 Tourism Management or related field. Five (5) years' relevant work experience in the field of tourism, tourist guiding and/or in the policy, legislative and compliance environment of which three (3) years must be at supervisory/ management (ASD) level. Extensive knowledge of tourism and management experience. Knowledge of legislation and authorities pertaining to tourist guiding. Knowledge of labour and financial legislations and regulations. Understanding

of the PFMA and Public Sector legislation. Sound understanding of government policies. Sound understanding of the NDP, NTSS. Research and analysis skills. Stakeholder engagement skills. People management and empowerment skills. Excellent communication and negotiation skills. A valid driver's licence (Candidates with disabilities that prevent them from driving will be considered).

DUTIES:

The successful candidate will provide strategic input and management to strengthen compliance, governance and performance within the tourist guiding sector. This role entails implementing the strategic direction, programmes and frameworks of the component to ensure full alignment with departmental objectives, as well as overseeing the development and execution of operational plans. The incumbent will monitor the implementation of strategic and business plans, align individual and unit performance to departmental priorities, and ensure the achievement and sustainability of agreed performance standards. The post requires driving continuous improvement of legislation, policies, norms and standards regulating the tourist guiding sector. This includes coordinating the review and implementation of legislative and policy frameworks; ensuring alignment between departmental priorities and sector regulations; facilitating integrated planning and implementation across programmes; and strengthening compliance systems. The incumbent will establish and maintain effective partnerships with key stakeholders and oversee coordinated planning, implementation, monitoring and reporting on sector interventions. The Deputy Director will also provide strategic oversight and coordination to the Office of the National Registrar and support Provincial Registrars. This includes ensuring alignment between departmental priorities and the mandate of the National Registrar; strengthening governance, management systems and reporting mechanisms; ensuring compliance with all applicable legislation and regulatory prescripts; and facilitating structured engagement and collaboration with provincial registrars and other stakeholders to advance sector development.

EMAIL APPLICATION: Recruitment1626@tourism.gov.za

EE REQUIREMENTS: Coloured Male and White Male candidates as well as Youth and People with Disabilities are encouraged to apply.

ENQUIRIES: Ms U Pillay, Tel. (012) 444 6386

NOTE: Short-listed candidates will be subjected to screening and security vetting to determine the suitability of a person for employment