

# 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 deliver at Tourism House, 17 Trevenna Road, Sunnyside, Pretoria.
- CLOSING DATE:** **30 September 2022 at 16:30** (Late applications will not be considered)
- NOTE:** Applications must be submitted on a duly completed New Z83 form obtainable from any Public Service Department or on the internet at [www.dpsa.gov.za/documents](http://www.dpsa.gov.za/documents). Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed signed Z83 form and a detailed Curriculum Vitae. Shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. 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. Shortlisted candidates may further be subject to a job related test.
- POST:** **DEPUTY DIRECTOR: PROGRAMME PLANNING AND IMPLEMENTATION (DT37/2022)**
- SALARY :** R822 042 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 SAQA recognised NQF 6 qualification in Social Sciences or related fields. Minimum of three years working experience in a relevant field. Sound knowledge and understanding of the tourism sector and Tourism Act. Knowledge of the Human Resource Development Strategy, public service & departmental prescripts and all procedures related to Human Resource Development. Good Financial management skills. Sound knowledge and skills on policy formulation & analysis, project management, financial management, writing skills, people management and empowerment. A valid driver's licence and willingness to travel.
- DUTIES :** The successful candidate will be responsible for identifying, prioritising needs and priorities for community planning; managing consensus on a proposal/plan; monitoring progress on the community plan; conducting community engagement action plan to raise levels and quality of participation; identifying and prioritising of critical stakeholders; identifying the existing skills gaps with relevant stakeholders; determining training objectives of each programme; managing a selection criteria for course participants; implementing training programmes to improve performance of the sector; incorporating sector training needs into CATHSSETA Memorandum of Understanding; developing training evaluation tools; identifying training interventions based on the outcomes of the skills audit; conceptualising and scoping of Human Resource Development interventions; costing proposal for roll-out plan of interventions; consulting relevant stakeholders to identify skills gaps that could be addressed through foreign

training opportunities; managing project proposals; managing criteria for educators that would provide training.

**EE REQUIREMENTS:** Preference will be given to African Male, Coloured Male and White Male Candidates.

**ENQUIRIES :** Ms P Molokoza Tel No: (012) 444 6636.