

# 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:** **DIRECTOR: PROVINCIAL AND LOCAL GOVERNMENT CO-ORDINATION (DT36/2022)**

**SALARY:** R1 073 187 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) or equivalent qualification. Minimum 5 years' experience in a middle Management position in the field of local government. Knowledge and experience of engagement at a community level, local government level and provincial level. Required knowledge: Local government legislation and planning, Tourism Stakeholders and bodies, Intergovernmental relations, NDP and NTSS, Strategic planning. Required skills: Strategy development and analysis, Project implementation, evaluation and reporting, Stakeholder engagement, IGR relation management, Coordination, Change management, Negotiation. Communication, Financial Management skills. Good interpersonal, Excellent written and verbal communication and Conflict management skills. One of the minimum entry requirements for SMS is the pre-entry certificate. For more details on the pre-entry course visit: <https://www.thensq.gov.za/training-course/sms-pre-entry-programme/>

**DUTIES :** The successful candidate will be reporting to the Chief Director: Tourism Visitor Services and will be responsible for the following key functions; Co-ordinate and manage intergovernmental and inter departmental relations and tourism; Co-ordinate and manage all local government programmes of the department; Establish, convene and maintain institutional arrangements for engagement with relevant stakeholders in the local government sector; Develop and implement a programme for capacity building for local government practitioners; Identify and propose areas for government interventions, norms and standards, guidelines, codes of practice, international best practice and regulations for intergovernmental and interdepartmental consideration and implementation; Facilitate and manage all monitoring, analysis and reporting activities for local government.

**ENQUIRIES:** Ms E Mathopa, Tel. (012) 444 6426

**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-day 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.

**EE REQUIREMENT:**

Preference will be given to African Female, Coloured Female and White Female Candidates.