

## DEPARTMENT OF TRADE INDUSTRY AND COMPETITION

**APPLICATIONS**

- : Applications can be submitted: Via e-mail to [applications@thedtic.gov.za](mailto:applications@thedtic.gov.za) (Ref no. must appear in subject-line – if no reference no. is provided the application may not be considered), by post to The Director: Human Resources Management, Private Bag X84, Pretoria, 0001; Hand-delivered to the dtic Campus, corner of Meintjies and Robert Sobukwe Streets, Sunnyside, Pretoria.

**CLOSING DATE**

- : 02 June 2025

**NOTE**

- : The application must include a completed and signed new Z83 Form, obtainable from any Public Service Department, the dtic website or on the internet at [www.gov.za](http://www.gov.za) and a detailed Curriculum Vitae. Applications received that do not comply with this requirement will not be considered. Certified copies of qualifications and Identity Document or any other relevant documents are to be submitted by only shortlisted candidates to HR on or before the day of the interview date. Shortlisted candidates will be subjected to a technical exercise and the selection panel for Senior Management Services (SMS) positions will further recommend candidates to attend a generic managerial competency-based assessment. The Senior Management Pre-Entry Programme (Nyukela Programme) as endorsed by the National School of Government (NSG) must be completed before an appointment on SMS level can be considered. The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme>. No appointment on SMS level will take place without the successful completion of the pre-entry certificate and submission of proof thereof. Background verification, social media checks and security vetting will form part of the selection process and successful candidates will be subjected to security vetting. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Applications received after the closing date will not be considered. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within 3 months of the closing date of this advertisement, please accept that your application was unsuccessful. the dtic reserves the right not to fill any advertised position(s). the dtic is an equal opportunity and affirmative action employer, and candidates whose appointment will promote representivity, will be given preference.

**MANAGEMENT ECHELON****POST 16/286**

- : **CHIEF DIRECTOR: CLOTHING, TEXTILES, LEATHER AND FOOTWEAR**  
**REF NO: IC&G - 018**

Overview: To provide strategic leadership and management to the Clothing, Textiles, Footwear and Leather Chief Directorate within the Sectors branch

**SALARY**  
**CENTRE**  
**REQUIREMENTS**

- : R1 436 022 per annum, (Level 14), (all-inclusive remuneration package)
- : Sunnyside, Pretoria
- : A qualification at NQF level 7, as recognised by SAQA, in Economics / Commerce or related field. 5 years' relevant experience at a senior managerial level in the textile and/or clothing sector or in the public sector. Requirements Extensive experience in the clothing, textiles, footwear and leather sector, preferably within both the public and private sectors. Strong knowledge and practical experience in strategy development, sector policy, and implementation of industrial development programs. Proven leadership in managing multidisciplinary teams and coordinating multi-stakeholder projects. Strong stakeholder management skills with experience in building partnerships across government, industry, and international organizations. Advanced project and performance monitoring skills, including dashboard reporting. Excellent communication skills (verbal and written), presentation skills, and report writing. High level of integrity, strategic and leadership capability. Understanding of the dtic's mandate and knowledge of public sector governance processes. Ability to represent the department in intergovernmental forums and international platforms. Strong analytical, planning and problem-solving capabilities. Demonstrated ability in budget planning and financial management in accordance with PFMA requirements.

<b><u>DUTIES</u></b>	:	Strategy and Planning: Lead the strategic planning process for the Chief Directorate. Direct the transformation of the unit in line with Industrial Policy Action Plans / Master Plans. Set performance criteria and design actionable sectoral strategies. Sector Development and Coordination: Develop and oversee systems and interventions for sector growth. Identify and resolve challenges facing the CTFL sectors. Lead research and ensure alignment with sector priorities. Monitoring, Evaluation and Financial Management: Monitor performance against strategic and business plans, ensuring corrective measures. Implement high-level performance reporting systems. Oversee financial planning and ensure compliance with PFMA and the dtic guidelines. Stakeholder and Directorate Management: Build and manage strategic partnerships with industry and public institutions. Facilitate continuous engagement with key stakeholders. Manage human resources and operational performance of the Chief Directorate.
<b><u>ENQUIRIES</u></b>	:	Ms K Xaluva Tel No: (012) 394 1563 / L Mdashe Tel No: (012) 394 3103/ L Mabokela Tel No: (012) 394 1809
<b><u>POST 16/287</u></b>	:	<b><u>CHIEF DIRECTOR: REGIONAL INDUSTRIAL CLUSTER REF NO: SID&amp;ETB-047</u></b> Overview: To provide leadership and strategic guidance in creating an economic development and enhancing the competitiveness of regional and local economies through targeted regional programs and policy. These include Industrial Parks and the Township economy.
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R1 436 022 per annum (Level 14), (all-inclusive remuneration package) Sunnyside, Pretoria A qualification at NQF level 7, as recognised by SAQA, in Business Development / Development Economics/ Public Administration or related studies. 5 relevant years' experience at a senior managerial level in Business Development / Development Economics/ Public Administration environment Requirements Proven leadership in regional economic, industrial development and township economy. Experience working with National, provincial and municipal stakeholders. Knowledge of spatial planning, regional economic analysis and development finance. Understanding of national and provincial industrial policies and implementation frameworks. Knowledge of infrastructure development and building infrastructure projects. Ability to coordinate multi-stakeholder programs and cross-functional teams. Excellent communication, strategy, and planning skills.
<b><u>DUTIES</u></b>	:	Regional Industrial Cluster Policy and strategy: Oversee the formulation and implementation of policies and interventions to improve the regional programs and policy. Oversee the development and review of a framework that enables participation of regional programs and policy in the economic mainstream. Oversee the strategic planning for the Industrial program: Oversee the implementation of Regional Industrial Development programs. Oversee overall implementation of the Regional Industrial Development Policy. Manage the development of implementation of the framework for the identified strategies. Develop an incentive framework and funding partnership for RID cluster. Develop models for RID cluster. Develop value chains for Industrial Parks. Intergovernmental relations and investments: Provide leadership and guidance in the development, management and implementation of the RID cluster. Oversee the coordination, monitoring and evaluation as well as strategic leadership of ownership, management control. Provide leadership and guidance in the establishment of a conducive legislative framework. Liaise with National Provincial, Local Government and entities. Stakeholder Relations and Management: Oversee partnerships with different stakeholders. Encourage collaboration with government funding institutions and other role players through enterprise development initiatives. Reporting: Oversee and report on the catalyst project and industrial parks. Ensure annual Regional Industrial Development (RID) reporting. Oversee monitoring and evaluation. Manage research and data analysis. Chief Directorate Management: Manage human and financial resources. Lead operational and strategic planning for the Chief Directorate.
<b><u>ENQUIRIES</u></b>	:	Ms K Xaluva Tel No: (012) 394 1563 / L Mdashe Tel No: (012) 394 3103/ L Mabokela Tel No: (012) 394 1809

<b><u>POST 16/288</u></b>	:	<b><u>CHIEF DIRECTOR: SPECIAL ECONOMIC ZONES REF NO: SID&amp;ETB-032</u></b> Overview: To provide strategic leadership in the planning, development, implementation and management of Special Economic Zones (SEZs) to support industrialisation, investment promotion and regional economic development in line with national economic priorities
<b><u>SALARY</u></b>	:	R1 436 022 per annum (Level 14), (all-inclusive remuneration package)
<b><u>CENTRE</u></b>	:	Sunnyside, Pretoria
<b><u>REQUIREMENTS</u></b>	:	A qualification at NQF level 7, as recognised by SAQA, in Economics, Development Studies, Public Administration, Business Administration. Or related field 5 relevant years' experience at a senior managerial level in economic development, industrial policy, or investment promotion, with a focus on zone-based development or spatial economic planning. Requirements: Extensive knowledge of Special Economic Zones, industrial parks, or similar spatial economic development frameworks. Strategic understanding of South Africa's industrialisation, regional development, and investment promotion strategies. Demonstrated leadership and management experience in a public or private sector economic development environment. Proven ability to engage and build partnerships with national, provincial, local government, and private sector stakeholders. Experience in developing and implementing economic development strategies, frameworks, and projects. Knowledge of public finance, PFMA, and governance in economic development contexts. Excellent communication, negotiation, stakeholder management, and analytical skills. Strong planning, policy formulation, and project management capabilities. Proficiency in MS Office and government information systems.
<b><u>DUTIES</u></b>	:	Strategic Leadership and Policy Development: Lead the development and review of policies, strategies, and legislation governing SEZs. Provide strategic input into national industrialisation and spatial development policies. Align SEZ initiatives with broader national economic objectives and master plans. SEZ Programme Management: Oversee the planning, implementation, and monitoring of the SEZ programme across provinces. Ensure coordination and synergy among SEZs and related government initiatives. Monitor SEZ performance and drive continuous improvement. Stakeholder Engagement and Intergovernmental Coordination: Foster collaboration across all spheres of government, including municipalities and provinces. Engage with private sector investors, operators, and development agencies to promote SEZs. Represent the dtic at forums, working groups and international engagements relevant to SEZs. Resource and Programme Management: Manage human, financial and operational resources within the Chief Directorate. Oversee strategic and operational plans, risk management and reporting functions. Ensure compliance with governance and performance standards across the SEZ portfolio. Investment Facilitation and Promotion: Support investment attraction and retention initiatives within SEZs. Coordinate with investment promotion agencies and provide incentives and policy support to attract investors. Track impact of SEZs on job creation, exports, and industrial diversification.
<b><u>ENQUIRIES</u></b>	:	Ms K Xaluva Tel No: (012) 394 1563 / L Mdashe Tel No: (012) 394 3103/ L Mabokela 012 394 1809
<b><u>POST 16/289</u></b>	:	<b><u>CHIEF DIRECTOR: INVESTMENT PROMOTION AND FACILITATION REF NO: IIAF&amp;A-050</u></b> Overview: To lead and manage the promotion and facilitation of investment into South Africa by identifying opportunities, engaging stakeholders, and supporting strategic investment projects that align with the national development agenda.
<b><u>SALARY</u></b>	:	R1 436 022 per annum (Level 14), (all-inclusive remuneration package)
<b><u>CENTRE</u></b>	:	Sunnyside, Pretoria
<b><u>REQUIREMENTS</u></b>	:	A qualification at NQF level 7, as recognised by SAQA, in Economics, International Trade, Development Studies, Business Administration. Or related field 5 relevant years' experience at a senior managerial level in investment promotion, economic development or related environment. Requirements: Extensive experience in investment promotion, facilitation and project development. Strong understanding of international and domestic investment trends and policies. Knowledge of key economic sectors and value chains relevant to investment in South Africa. Proven ability to lead strategic stakeholder engagement with domestic and international investors. Experience in developing and implementing investment strategies and programmes.

**DUTIES**

Strong negotiation, presentation and report writing skills. Experience in public sector operations, including PFMA and Treasury Regulations. Demonstrated leadership, planning and financial management skills. Excellent communication, interpersonal and strategic thinking capabilities.

- : Strategic Investment Promotion: Develop and oversee strategies to attract and retain investment in key sectors. Coordinate outreach and marketing activities to promote South Africa as an investment destination. Engage with global investors, DFIs, and multinational corporations. Investment Facilitation: Lead efforts to support and fast-track priority investment projects. Work with relevant departments and agencies to resolve investor bottlenecks. Coordinate intergovernmental relations to align investment efforts across spheres. Sector and Project Development: Identify new investment opportunities in alignment with national priorities. Facilitate the packaging and promotion of investment-ready projects. Monitor and evaluate investment performance and sector development. Stakeholder Engagement and Partnerships: Build partnerships with the private sector, SOEs, and international agencies. Represent the department in local and international forums, promoting investment. Facilitate collaboration across government for coordinated investment support. Directorate and Programme Management: Manage the directorates and senior staff under the Chief Directorate. Oversee planning, budgeting, and performance monitoring for all investment functions. Ensure compliance with governance frameworks and reporting obligations.

**ENQUIRIES**

- : Ms K Xaluva, Tel No: (012) 394 1563 / L Mdashe Tel No: (012) 394 3103/ L Mabokela Tel No: (012) 394 1809

**POST 16/290**

- : **DIRECTOR: STRATEGIC PLANNING AND PERFORMANCE MONITORING REF NO: ODG-066**

Overview: To manage the strategic planning and performance monitoring functions in the department, ensuring alignment with government-wide planning frameworks, reporting requirements, and supporting evidence-based decision-making.

**SALARY  
CENTRE  
REQUIREMENTS**

- : R1 216 824 per annum, (Level 13), (all-inclusive remuneration package)  
: Sunnyside, Pretoria  
: A qualification at NQF level 7, as recognised by SAQA, in Business / Public Administration, Development Studies, Social Sciences or a related field. 5 years' experience at a middle/senior managerial level in strategy development, performance planning, and monitoring within the public or private sector. Requirements: Proven experience in strategic planning and performance monitoring frameworks. Understanding of public sector planning and reporting cycles, including APPs, SPs, and Annual Reports. Strong analytical and coordination skills, with experience in synthesising data and information into planning documents. Ability to manage departmental submissions and ensure compliance with DPME and Treasury frameworks. Knowledge of PFMA, Treasury Regulations, and government M&E policies. Experience in facilitating planning sessions and developing indicator frameworks. Excellent communication, stakeholder management, and presentation skills. Advanced proficiency in MS Office and planning/reporting systems

**DUTIES**

- : Coordinate development and review of the department's Strategic Plan and Annual Performance Plan. Ensure alignment of planning with national priorities and MTSF outcomes. Provide technical support to branches for planning and alignment with frameworks. Coordinate quarterly and annual reporting processes and ensure quality assurance of performance data. Support audit processes and respond to audit findings related to planning and performance. Monitor implementation of strategic and operational plans and provide recommendations for improvements. Ensure compliance with legislative and regulatory requirements related to strategic and performance planning. Liaise with DPME, National Treasury, and other external bodies regarding planning and reporting submissions. Prepare and consolidate inputs for institutional reports and presentations. Facilitate planning and performance engagements with internal and external stakeholders. Coordinate capacity-building initiatives to support planning and monitoring within the department. Engage in interdepartmental forums to ensure alignment and information sharing. Manage human and financial resources of the directorate. Oversee operational planning, risk management, and performance reporting. Ensure directorate compliance with governance and audit requirements.

<b><u>ENQUIRIES</u></b>	:	Ms K Xaluva Tel No: (012) 394 1563 / L Mdashe Tel No: (012) 394 3103/ L Mabokela Tel No: (012) 394 1809
<b><u>POST 16/291</u></b>	:	<b><u>DIRECTOR: STAKEHOLDER MANAGEMENT (RESEARCH-028)</u></b> Overview: To strategically represent the government and foster effective stakeholder engagement with key social partners such as organised business, labour unions, community groups, and government entities, facilitating the collection of input and feedback on policy proposals through high-level forums convened by the dtic, including the NEDLAC Trade and Industry Chamber, the Industry Forum, and the Labour Forum
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R1 216 824 per annum (Level 13), (all-inclusive remuneration package) Sunnyside, Pretoria A qualification at NQF level 7, as recognised by SAQA, in Public Administration, Political Science, Development Studies, and/or Economics. or related field 5 years' relevant experience at a middle/senior managerial level in Public Policy Development or Stakeholder Management in both public and private sector environments. In-depth knowledge and experience in stakeholder engagement and public policy processes. Proven ability to manage strategic stakeholder relationships across all levels of government, business, labour, and community groups. Knowledge of the functioning of NEDLAC and other national socio-economic forums. Strong understanding of economic development, industrialisation, and transformation policies. Experience in coordinating intergovernmental relations and public consultation processes. Ability to plan and manage complex stakeholder processes and provide strategic input to policy development. Excellent communication, interpersonal, and report writing skills. Experience in managing staff, budgets, and operational plans. Computer literacy in MS Office and project management tools.
<b><u>DUTIES</u></b>	:	Oversee Strategic Interaction with NEDLAC Structures: Establish platforms for transparent communication among social partners. Foster trust and ensure alignment and advocacy of government policy among stakeholders. Address stakeholder priorities in economic policy decision-making forums. Coordinate Internal Government Relations: Collaborate with the Minister, MECs, HODs and senior government officials to shape economic policy. Advise on effective stakeholder engagement and integrate national policies into provincial strategies. Develop cooperative networks within the dtic and across spheres of government. External Stakeholder Engagement: Contribute to industrialisation policy and represent the dtic in external stakeholder forums. Ensure dtic policy is communicated and well-positioned in socio-economic discussions. Support partnerships and collaboration across all social partners. Stakeholder Management: Foster social partner collaborations that enhance growth and investment. Coordinate policy inputs and ensure coherence across stakeholders. Monitor national economic policy implementation and recommend corrective actions. Directorate Management: Manage strategic and operational planning of the directorate. Oversee financial and human resources within the unit. Ensure alignment of directorate functions with broader departmental goals.
<b><u>ENQUIRIES</u></b>	:	Ms K Xaluva Tel No: (012) 394 1563 / L Mdashe Tel No: (012) 394 3103/ L Mabokela Tel No: (012) 394 1809
<b><u>POST 16/292</u></b>	:	<b><u>DIRECTOR: EXPORT PROMOTION (ASIA) REF NO: EDP &amp; OIB - 077</u></b> Overview: To oversee and coordinate export promotion and marketing initiatives and programmes in order to grow and diversify South Africa's exports in the Asia region
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R1 216 824.per annum (Level 13), (all-inclusive remuneration package) Sunnyside, Pretoria A qualification at NQF level 7, as recognised by SAQA, in Business Management, Economics, or Marketing. 5 years' relevant experience at a middle/senior managerial level in an Export Promotion environment.
<b><u>REQUIREMENTS</u></b>	:	Strong experience in trade and export promotion programmes, preferably in the Asia region. Understanding of international trade policy, marketing strategy, and project implementation. Knowledge of public service, legislative, and regulatory frameworks. Proficiency in managing export marketing campaigns, inward/outward missions, and export forums. Analytical, research, and report writing skills to support market intelligence and strategy. Ability to engage

	stakeholders across government, diplomatic missions, and the private sector. Project and financial management experience, including planning and monitoring. Excellent communication, interpersonal, and leadership skills. Computer literacy, including Microsoft Office applications and digital communication platforms, and Trade Statistics Platforms.
<b><u>DUTIES</u></b>	: Strategic Management and Policy Implementation: Develop and implement regional export promotion strategies aligned with trade policy priorities. Manage the resolution of export barriers through strategic engagement with exporters, local and international technical experts, and related Departments / Institutions. Monitor and evaluate strategic plans and provide quarterly and annual reports. Knowledge Management and Market Intelligence: Manage the development of databases, repositories, and market intelligence products. Coordinate the provision of sector-specific export data to stakeholders. Develop and update briefing materials and country/sector export potential opportunities. Innovation in Export Promotion: Design and manage innovative niche export promotion initiatives. Develop regional content and exporter-aftercare programmes. Evaluate new promotional strategies and refine implementation models. Project Management: Implement export promotion projects, including outward selling and inward buying missions. Coordinate company participation in national pavilions and strategic business forums. Support company recruitment for export readiness and branding campaigns. Stakeholder Management: Coordinate participation of export partners, including provinces, metros, and export councils. Engage with foreign economic offices, consulates, embassies, and international agencies. Collaborate with the Export Development and Promotion Forum and COTIs to identify exporters. Directorate Management: Manage the Directorate's human and financial resources, strategy, and operational plans. Ensure alignment of projects with national objectives and maintain strong performance systems.
<b><u>ENQUIRIES</u></b>	: Ms K Xaluva Tel No: (012) 394 1563 / L Mdashe Tel No: (012) 394 3103/ L Mabokela Tel No: (012) 394 1809
<b><u>POST 16/293</u></b>	: <b><u>DIRECTOR: INTERNATIONAL COORDINATION REF NO: EDP &amp; OIB - 036)</u></b> Overview: To coordinate and manage South Africa's participation in bilateral and multilateral international platforms, including providing strategic support for the implementation of international economic cooperation agreements, and supporting the department's global engagement activities.
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	: R1 216 824 per annum (Level 13), (all-inclusive remuneration package) : Sunnyside, Pretoria : A qualification at NQF level 7, as recognised by SAQA, in International Relations, Economics, Public Administration, Political Science, or related field. 5 years' relevant experience at a middle/senior managerial level in international relations or intergovernmental coordination. Requirements: In-depth knowledge of South Africa's international economic policy and trade diplomacy landscape. Experience in managing international partnerships, forums and multilateral/bilateral agreements. Strong understanding of global governance structures, regional cooperation mechanisms and trade blocs. Excellent diplomatic, negotiation and written communication skills. Experience in planning and coordinating ministerial and senior official engagements at international forums. Ability to manage strategic relationships with DIRCO, the Presidency, and international stakeholders. Good knowledge of government planning, budgeting, and monitoring systems. Ability to draft high-level briefing documents, talking points, and official correspondence. Proficiency in Microsoft Office and diplomatic communication tools.
<b><u>DUTIES</u></b>	: Strategic Coordination and Support.: Coordinate South Africa's participation in international economic platforms, summits, and meetings. Develop strategic inputs for multilateral and bilateral economic engagements. Prepare country positions, background papers, and economic cooperation agreements. International Partnership Management: Facilitate and maintain international relationships with strategic partners and multilateral bodies. Support cooperation initiatives with key institutions such as the UN, AU, BRICS, SADC, and the G20. Monitor and evaluate international agreements to ensure implementation. Interdepartmental and Intergovernmental Coordination: Liaise with government departments (e.g., DIRCO, the Presidency) to ensure alignment on international cooperation matters. Provide coordination support for ministerial visits, economic diplomacy missions, and engagements. Coordinate national input into joint commissions and intergovernmental

		platforms. Directorate Management: Manage the human and financial resources of the directorate. Coordinate strategic and operational planning and reporting activities. Ensure compliance with governance and reporting requirements.
<b><u>ENQUIRIES</u></b>	:	Ms K Xaluva Tel No: (012) 394 1563 / L Mdashe Tel No: (012) 394 3103/ L Mabokela Tel No: (012) 394 1809
<b><u>POST 16/294</u></b>	:	<b><u>DIRECTOR: LEGAL SUPPORT AND ENFORCEMENT REF NO: CCRB-021</u></b> Overview: To manage compliance with to the National Liquor Act by providing legal services, overseeing enforcement actions, and supporting regulatory processes through litigation, inspections, and stakeholder engagement
<b><u>salary</u></b>	:	R1 216 824 per annum (Level 13), (all-inclusive remuneration package)
<b><u>CENTRE</u></b>	:	Sunnyside, Pretoria
<b><u>REQUIREMENTS</u></b>	:	A qualification at NQF level 7, as recognised by SAQA, in Law and admission as an Attorney or Advocate of the Bar Council. 5 years' relevant experience at a middle/senior managerial level within the legal field. Requirements: Experience in managing legal services and litigation support in regulatory environments. Sound knowledge of the National Liquor Act and related legislation. Ability to develop and implement enforcement strategies and legal compliance policies. Experience in handling complaint resolution and conducting investigations. Strong stakeholder management skills, including working with the government, SAPS, prosecutors, and liquor industry associations. Proficiency in drafting legal opinions, managing enforcement reports, and regulatory amendments. Excellent verbal and written communication, problem-solving and policy formulation skills. Experience managing human and financial resources within a legal or compliance unit
<b><u>DUTIES</u></b>	:	Strategies and Policies for Legal Services and Enforcement: Develop and manage the implementation of enforcement strategies and legal services policies. Review policies and align methodologies with global best practices. Identify regulatory gaps and propose policy or legislative amendments. Reduce Regulatory Compliance Costs: Enhance regulation of the liquor industry and promote compliance. Implement red tape reduction initiatives and monitor compliance through inspections. Legal Services and Litigation Support: Provide litigation support and manage legal processes related to liquor matters. Draft legal opinions and advise on the Liquor Act and relevant regulations. Consolidate recommendations for amending liquor laws and regulations. Complaint Resolutions: Develop procedures and turnaround times for complaint resolution. Manage complaint resolution processes to ensure timeous handling of matters. Stakeholder Management: Engage with government departments, SOEs, industry bodies, and community organisations. Represent the department in forums and contribute to the policy environment. Coordinate with export councils, SAPS and prosecuting authorities. Monitoring Compliance and Enforcement: Oversee compliance inspections and ensure enforcement action where required. Direct inspectorate investigations and ensure compliance reports are quality assured. Directorate Management: Manage the financial and human resources of the Directorate. Oversee strategic and operational planning and implementation.
<b><u>ENQUIRIES</u></b>	:	Ms K Xaluva Tel No: (012) 394 1563 / L Mdashe Tel No: (012) 394 3103/ L Mabokela Tel No: (012) 394 1809
<b><u>POST 16/295</u></b>	:	<b><u>DIRECTOR: ORGANISATIONAL DEVELOPMENT AND TRANSFORMATION REF NO: CMSB-092</u></b> Overview: To ensure coherent, strategic and effective organisational design, development, and transformation aligned with the dtic's strategy by identifying needs, advising on structures, managing job descriptions and job evaluation, as well as implementing change, culture, and transformation interventions
<b><u>SALARY</u></b>	:	R1 216 824 per annum (Level 13), (all-inclusive remuneration package)
<b><u>CENTRE</u></b>	:	Sunnyside, Pretoria
<b><u>REQUIREMENTS</u></b>	:	A qualification at NQF level 7, as recognised by SAQA, in Human Resources / Public Management/ Operations Management / Management Services or related field. 5 years' experience at a middle/senior managerial level in Human Resources / Organisational Design and Job Evaluation or Organisational Development. Requirements: Proven experience in managing organisational design, job evaluation and job description development. Demonstrated knowledge and experience in implementing change management and

transformation strategies. Knowledge and application of the Public Service Job Evaluation system, including benchmarking and quality assurance. Experience in managing quality of work life, including employee wellness and occupational health services. Familiarity with the Employment Equity Act, Disability Act, and related transformation legislation. Ability to conduct and report on organisational diagnostics and culture surveys. Experience managing diversity, employment equity, and internal mainstreaming initiatives. Strong knowledge of public service regulatory framework and policies. Demonstrated capability in stakeholder management and strategic partnerships. Competency in planning, organising, people management, communication, and financial management. Proficiency in MS Office, PERSAL system, and job analysis/design tools. Excellent analytical, research, innovation, influencing and facilitation skills.

## **DUTIES**

: Manage Organisational Design: Identify design needs, develop and align structures with strategic objectives. Oversee the development and quality of job descriptions and lead the job evaluation process. Develop toolkits and frameworks for organisational design, and advise on resource allocation. Represent the department in national/provincial forums and provide capacity building to managers and analysts. Manage Change Management: Oversee the development of change strategies and organisational readiness assessments. Lead implementation of culture and employee engagement surveys and related interventions. Partner with line management to design and implement change and transformation initiatives. Monitor trends, evaluate impact, and report on change programmes. Manage Quality of Work Life: Manage provision of occupational and primary health care services. Implement employee wellness strategies, prevention programmes, and awareness campaigns. Provide support to managers to address employee well-being issues. Monitor and report on the effectiveness of wellness interventions and maintain oversight structures. Manage Employment Equity and Transformation: Drive development and monitoring of diversity, equity, and mainstreaming strategies. Ensure compliance with Employment Equity and related mandates, including facilitating implementation plans. Lead analysis and reporting functions and manage events to promote equity and transformation awareness. Directorate Management: Manage financial resources, assets, and service providers. Oversee strategic and operational planning and performance of the Directorate. Lead and manage the Directorate's human resources and development initiatives. Stakeholder Management: Establish and maintain strategic partnerships internally and externally. Engage regularly with key stakeholders and build a framework for effective stakeholder interaction.

## **ENQUIRIES**

: Ms K Xaluva Tel No: (012) 394 1563 / L Mdashe Tel No: (012) 394 3103/ L Mabokela Tel No: (012) 394 1809