

## DEPARTMENT OF SPORT, ARTS AND CULTURE (DSAC)

**APPLICATIONS**

: Applications can be submitted using one of the following methods: Email quoting the reference number and post title in the subject line to [recruitment2024@dsac.gov.za](mailto:recruitment2024@dsac.gov.za). There will be no follow-up emails to this address. Hand delivery: Sealed envelope addressed to The Chief Director: Human Resource Management and Development, Sechaba House, 202 Madiba Street, Pretoria Central. Postal by mail to The Chief Director: Human Resource Management and Development, Private Bag X897, Pretoria, 0001. Correspondence will be limited to shortlisted candidates only. Applications received after the closing date will NOT be considered or accepted.

**CLOSING DATE**  
**NOTE**

: 19 September 2025 at 16:00

: Each application must be submitted separately. Applications must consist of: A recently updated, comprehensive CV, a fully completed, initialled and signed new Z83 form (Sections A, B, C&D are compulsory and must be completed in full, and sections E, F and G are not compulsory if the information is contained in the CV). However, the question related to conditions that prevent reappointment under Part F must be answered. Use of the old Z83 Form or not completing compulsory sections of the application form will result in a disqualification. Only shortlisted candidates will be required to bring certified copies of ID, Driver's licence (where required) and qualifications on or before the interview. Should you be in possession of any foreign qualification(s), it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA); Applicants must be South African citizens. Shortlisted candidates must avail themselves for a virtual or in-person panel interview at a date and time determined by DSAC. The applicant should make own arrangement for access to internet connectivity and equipment for this purpose. Applicants must note that pre-employment checks and references will be conducted once they are shortlisted. The appointment is also subject to a positive outcome on these checks, including security clearance, security vetting, qualification/study verification, citizenship verification, financial/asset record check, previous employment verification and criminal record. If an applicant wishes to withdraw an application, it must be done in writing. We encourage all applicants to declare any criminal and/or negative credit records. All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. The successful candidate will be required to enter into an employment contract and sign an annual performance agreement. The Department of Sport, Arts and Culture is an equal opportunity, affirmative action employer. The employment decision shall be informed by the Employment Equity Plan of the Department to achieve its Employment Equity targets. It is the Department's intention to promote equity (race, gender and disability) through the filling of these posts. Should the Department not be able to recruit candidates from disadvantaged groups, other groups will be considered for appointment. The Department reserves the right not to make an appointment and to use other recruitment processes, thus withdrawing this advert by notice on its communication channels.

**OTHER POSTS****POST 32/60**

: **ASSISTANT DIRECTOR: SOUTH AFRICAN SIGN LANGUAGE INTERPRETER REF NO: DSAC- 01/09/2025**

The purpose of the job is to manage and provide sign language interpreting and translation services at all Departmental events and assist in the development and promotion of SASL.

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

: R468 459 per annum

: Pretoria

: Senior Certificate/Matric Certificate/ Grade 12 Certificate or equivalent qualification; A minimum three-year National Diploma (NQF level 6)/ Degree (NQF level 7) in Language Practice specialising in South African Sign Language (SASL) Interpreting/ Linguistics or any relevant Language qualification. 2-3 years relevant experience at least 2 years as a Language Practitioner in South African Sign Language interpreting services. A valid driver's license will be an added advantage. Competencies: Sound knowledge

of the Use of the Official Languages Act, 2012 (Act No.12 of 2012) and its Regulations 2014. Knowledge of Departmental Language Policy. Knowledge and understanding of Deaf culture and SASL grammatical structure. Interpreting and translation skills. Knowledge of correctly interpreting in SASL. Good interpersonal and communication skills. Computer literate. Planning and organisational skills. Strong administration skills. Database development and maintenance. Basic research skills. Conflict resolution. Should be prepared to travel and work outside normal hours. Willingness to accept responsibility. Ability to work under pressure and maintain a high level of confidentiality Ability to manage time efficiently.

#### **DUTIES**

: The incumbent manages and provides SASL Interpreting and translation services in the Department: Manage interpretation schedules. Interpret spoken language into SASL and vice versa in meetings, departmental events and official engagements. Translate documents, speeches, or audio content into SASL and/or video formats. Consultation with internal and external language stakeholders. Coordinate and attend meetings. Conduct research and develop a stakeholders' databases. Research about SASL. Report writing. Analyse and interpret information relevant to SASL. Keep abreast of the latest trends in SASL. Provide support towards the promotion, development and use of SASL. Create communication content and notices in SASL. Assist with Departmental language policy implementation. Ensure compliance with the Use of Official Languages Act and relevant legislation. Maintain confidentiality, impartiality and professional ethics. Conduct training and workshops in the Department to create awareness among employees on SASL and the Deaf culture. Promote and support inclusive SASL communication practices in the Department. Attend training in relation to SASL. Assist to develop and maintain a glossary of government-related SASL terminology. Assist in SASL orthography and terminology development. Identify applications and tools that need to be developed for SASL. Support budget processes related to SASL services. Liaise with relevant stakeholders such as PANSALB, Academic Institutions, etc.

#### **ENQUIRIES**

: Ms Z Ndimma Tel No: (012) 441 3833  
For general enquiries: Ms N Zinganto Tel No: (012) 441 3127

#### **POST 32/61**

: **ASSISTANT DIRECTOR: INFORMATION SYSTEMS SECURITY REF NO: DSAC-02/09/2025**

The purpose of this job is to implement and maintain an information systems security framework in line with compliance and cybersecurity standards of the department.

#### **SALARY CENTRE REQUIREMENTS**

: R468 459 per annum (Level 09)  
: Pretoria  
: Senior Certificate/Matric Certificate /Grade 12 Certificate or equivalent qualification. A minimum three-year National Diploma (NQF level 6)/ Degree (NQF level 7) as recognised by SAQA in Information Technology/ Information Systems/ Computer Science/ Information Security or any relevant Information Technology qualification. Certification in Information Systems Security is an added requirement. 2-3 years relevant experience at least 2 years as a Chief /Network Controller/ Information Technology Technician in an Information Technology environment. Competencies: Knowledge of Public Service Regulation. Knowledge of ICT security principles, especially around VPN and remote access. Knowledge of national and departmental ICT security regulations. Knowledge of back-up and recovery Systems and management (VEEAM, NetBackup etc.) Knowledge in the design of cybersecurity and information system security solutions and technologies. Knowledge of backup systems and storage area networks. Knowledge of Firewalls and proxies. Presentation Skills. Computer literacy. Planning and organisational skills. Good communication and interpersonal relations. Problem solving skills. Client Orientation and Customer Focus.

#### **DUTIES**

: Implement and maintain Information Security Frameworks of the department: Develop, implement, and continuously update the department's information systems security framework. Ensure that the systems infrastructure aligns with security policies, compliance requirements, of the department. Oversee the secure configuration process. Ensure servers are properly configured and secured. Monitor and Secure Network Infrastructure. Monitor all network security tools, antivirus systems, firewalls, mail/web filtering, and intrusion detection systems. Perform regular reviews of system connectivity, unusual

activity or unauthorized access attempts. Participate in technical network audit and security audits. Ensure secure remote access in the department. Conduct Security Assessments and Risk Mitigation. Conduct regular vulnerability assessments and security testing to identify and address potential system weaknesses. Analyse results and implement risk mitigation strategies based on identified vulnerabilities. Support internal and external ICT audits by addressing VPN and related access control findings. Manage Access Control and User Authentication. Oversee user access management processes. Maintain IT access control solutions and systems. Check that the security logs are kept and maintained. Audit reports generated by the access control system. Creation/reset of users and passwords. Maintain and enforce multi-factor authentication (MFA) for VPN and sensitive system access. Support Business Continuity and Legal Compliance. Ensure secure data backup, storage, and replication to support disaster recoveries. Monitor compliance with national ICT security laws and policies. Implement audit recommendations. Contribute to the development and rollout of security policies and procedures. Create awareness training in the department.

**ENQUIRIES**

:

Mr S Phala Tel No: (012) 441 3738

For general enquiries: Ms N Zinganto Tel No: (012) 441 3127