

**PROVINCIAL ADMINISTRATION: MPUMALANGA
DEPARTMENT OF ECONOMIC DEVELOPMENT AND TOURISM**

It is the strategic intent of the Department to promote employment equity in terms of race, gender and disability through the filling of these posts with candidates whose transfer, promotion or appointment will promote equitable representativity in line with the numeric targets as contained in the departmental Employment Equity plan.

- APPLICATIONS** : Fully completed and signed Z83 employment application form, quoting reference number should be addressed to the Head: Economic Development and Tourism. Applications can be hand delivered to Nokuthula Simelane Building, 1st Floor, No 7 Government Boulevard, Riverside Park, Extension 02 Mbombela 1201 or alternatively applications emailed to the respective email address provided for each post.
- CLOSING DATE** : 06 September 2024 @ 16h00
- NOTE** : It is compulsory to fill all fields on the New Amended Z83 Form (No.81/971431) as prescribed with effect from 01 January 2021, which must be signed, initialled and dated. The form is obtainable at any National or Provincial Department(s), www.dpsa.gov.za/dpsa2g/vacancies.asp. Applicants must indicate the Post, Reference Number on the Z83 Form application. The new Z83 Form must be accompanied by a recent updated curriculum vitae with full personal details, experience, including three (3) names of contactable referees and it is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation report (only when shortlisted). DPSA Circular 19 of 2022 paragraph 2.1.5 states that Part E, F and G :Noting that there is limited space provided applicants often indicate "refer to Curriculum Vitae or see as attached", this is acceptable as long as the CV has been attached and provides the required information. If the information is not provided in the CV the applicant may be disqualified. The question related to conditions that prevent re-appointment under Part F must be answered. Applications received after closing date will, as a rule not be accepted. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interviews. It will be expected of candidate(s) to be available for interview process on a date, time and place as determined by the Department. Shortlisted candidate(s) will be required to undergo personal suitability checks, which include criminal records, citizenship, financial credits/assets, qualifications verification and previous employment background/reference checks will be verified. Candidates will be subject to security screening and vetting. Applicants must disclose if she/he is not a Director/Shareholder of a company or conducting any business with Organ of State and whether is performing any additional remunerative work outside his/her normal duties. The successful candidate will enter into an Annual Performance Agreement, and also annually disclose his/her financial interest. The Department reserves the right not to make appointment. Candidates requiring additional information regarding advertised post must direct their enquiries to the relevant person indicated. Communication and correspondence will be limited to shortlisted candidates only. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. SMS posts: The requirements for appointment at Senior Management Service level include the successful completion of Senior Management Pre-entry programme as endorsed by the National School of Government, which can be accessed using the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Candidates must provide proof of successful completion of the course prior to appointment. Following the interview and technical exercise(s), the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA directive on the implementation of competency-based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. Core competencies: Strategic capacity and leadership. People management and empowerment. Advanced programme and project management. Change management. Financial management. Process Competencies: Knowledge management. Service Delivery Innovation. Advanced problem-solving and analysis. Client orientation and customer focus. Advanced communication skills (written and verbal). The successful candidate will be appointed subject to positive results of a pre-employment screening process which includes criminal records and verification of educational qualification certificates. Candidates requiring additional information regarding advertised post must direct their

enquiries to the relevant person indicated. Communication and correspondence will be limited to shortlisted candidates only. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful. The Department reserves the right not to make appointment.

MANAGEMENT ECHELON

POST 29/23 : **CHIEF DIRECTOR: CORPORATE SERVICES REF NO: DEDT 2024/25/01**
 Note that the post was advertised on Public Service Vacancy Circular 21 of 2024, candidates who previously applied need not to re-apply, and their applications will be considered.

SALARY : R1 436 022 per annum (Level 14), (all-inclusive salary package)
CENTRE : Head Office, Mbombela
REQUIREMENTS : An appropriate SAQA recognised NQF level 7 qualification in Human Resource Management/Public Management/Legal Services/Communication or equivalent qualification with a minimum of 5 years relevant work experience at Senior Management Services. Knowledge of Public Service Act, Public Service Regulation, Labour Relations Act, Employment Equity Act, Skills Development Act, Skills Levy Act, Occupational health and Safety Act, Human Resource Development Strategy, Public Finance Management Act and its regulations, Treasury Regulations, Public Service Collective Bargaining Council Resolutions. The successful candidate must be able to display the following competencies at advanced levels: strong analytical capabilities. Report writing, advanced computer skills and valid driver's license. The candidate must display the following competencies at advanced levels: strategic capability and leadership, programme and project management, financial management, change management, knowledge management, service delivery innovation, problem solving and analysis, people management and empowerment, client orientation, communication. Competencies The preferable candidate must display these competencies at advanced competent levels: Strategic Capability, Leadership, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, People Management and Empowerment, Client Orientation and Customer Focus and Communication, Honesty and Integrity.

DUTIES : Ensure the provisioning of optimum human resources management and Development services to the department. Ensure the provisioning of effective and efficient information technology management (ICT) services. Ensure the provision of effective legal services. Ensure optimum utilization of resources and provide strategic management services to the department. Ensure the implementation of Service Delivery Improvement Plan. Monitor Communication Services. Provide financial and human resource management (personnel) leadership. Manage all governance related matters of the Chief Directorate.

ENQUIRIES : Mr VS Hlatshwayo Tel No: (013) 766 4164
APPLICATIONS : Email application to: recruitmentdedt2@mpg.gov.za

POST 29/24 : **DIRECTOR: BUSINESS REGULATIONS REF NO: DEDT 2024/25/02**
 Note that the post was advertised on Public Service Vacancy Circular 21 of 2024, candidates who previously applied need not to re-apply, and their applications will be considered.

SALARY : R1 216 824 per annum (Level 13), all-inclusive salary package
CENTRE : Head Office, Mbombela
REQUIREMENTS : An appropriate SAQA recognized NQF level 7 qualification in Law/Economics/Business Management or equivalent qualification with a minimum of 5 years relevant work experience at middle management level. Knowledge of the legal framework, Public Finance Management Act 01, 1999 and other relevant prescripts. Knowledge of the Mpumalanga Economic Regulator, 2017. Liquor Act 59 of 2003, Mpumalanga Consumer Affairs Regulations, Mpumalanga Consumer Protection Act 68 of 2008. Knowledge of Government budgeting processes. Competencies: The preferable candidate must display these competencies at competent levels: Strategic Capability, Leadership, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, People Management and Empowerment, Client Orientation and Customer Focus and Communication, Honesty and Integrity.

DUTIES : Ensure compliance with National and Provincial Business Regulations Legislations responsible for the regulation and support of businesses (formal and Informal Trade); i.e. Implementation of Business Act; Identify and address Red Tape associated Business compliance; Conduct Business Inspections; Assist Local Municipalities to issue Business Licenses; Monitor implementation of Provincial Informal Economy Policy; Facilitate development of Municipal Informal Economy Policies & bylaws. Facilitate stakeholder partnership towards the support of the sector; Coordinate inspections with municipalities and other multidisciplinary stakeholders. Manage all governance related matters of the Directorate.

ENQUIRIES : Ms IN Phiri Tel No: (013) 766 4246
APPLICATIONS : Email application to: recruitmentdedt1@mpg.gov.za

POST 29/25 : **DIRECTOR: SECTOR DEVELOPMENT REF NO: DEDT 2024/25/03**
Note that the post was advertised on Public Service Vacancy Circular 21 of 2024, candidates who previously applied need not to re-apply, and their applications will be considered.

SALARY : R1 216 824 per annum (Level 13), (all-inclusive salary package)
CENTRE : Head Office, Mbombela
REQUIREMENTS : An appropriate SAQA recognized undergraduate NQF level 7 tertiary qualification in Economics with five (5) years at middle management level in private or public sector development and policy formulation and implementation. Good understanding and knowledge of Government Frameworks that relate to Economic Development, Provincial Growth Development Strategy and Growth Development Strategy. An in-depth understanding of the mining sector. Generic knowledge of the South African economic policies, priority economic sectors in Mpumalanga and regulated industries. Knowledge and understanding of the Public Service laws, government processes, regulations and procedures. Competencies: The preferable candidate must display these competencies at competent levels: Strategic Capability, Leadership, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, People Management and Empowerment, Client Orientation and Customer Focus and Communication, Honesty and Integrity.

DUTIES : Provide strategic leadership and technical support in the formulation and Implementation of the province's economic growth and development path. Provide strategic direction and leadership in sectors reforms and coordinate the development of the priority sectors in Mpumalanga. Identify development, growth and beneficiation opportunities and advise on improving the competitiveness of the mining sector in Mpumalanga. Develop and support incubation centres in the province. Initiate and facilitate capacity-building programmes of the sectors through business processes, outsourcing, information, and training and communication technology. Support and participate in all relevant provincial and national structures. Lead and facilitate dialogues in all priority sectors across departments. Assist all producers, manufactures and exporters to access domestic and international markets. Manage all governance related matters of the Directorate.

ENQUIRIES : Ms IN Phiri Tel No: (013) 766 4246
APPLICATIONS : Email application to: recruitmentdedt1@mpg.gov.za

POST 29/26 : **DIRECTOR: ENTERPRISE DEVELOPMENT REF NO: DEDT 2024/25/04**
Note that the post was advertised on Public Service Vacancy Circular 21 of 2024, candidates who previously applied need not to re-apply, and their applications will be considered.

SALARY : R1 216 824 per annum (Level 13), all-inclusive salary package
CENTRE : Head Office, Mbombela
REQUIREMENTS : An appropriate SAQA recognized undergraduate NQF level 7 qualification in B Com-Economics/ B Com-Business Management or relevant qualification, with a minimum of 5 years relevant work experience at middle management level in private or public sector development. An in-depth understanding of SMME development, policy formulation and implementation. Good understanding and knowledge of Government Frameworks that relate to Economic Development, Provincial Growth Development Strategy and Growth Development Strategy. Generic knowledge of the South African economic policies, priority economic sectors in Mpumalanga and regulated industries. Knowledge and understanding of the Public Service laws, government processes,

regulations and procedures. Knowledge of government policies and processes, above average skills in IT (Microsoft programmes), planning and stakeholder management, effective communication skills (verbal and writing). The ability to manage and work in a team and independently is a prerequisite. Competencies: The preferable candidate must display these competencies at competent levels: strategic capability, leadership, programme and project management, financial and management, knowledge management, service delivery innovation, problem solving and analysis, people management and empowerment, client orientation, customer focus and communication, honesty and integrity.

DUTIES : Develop a provincial SMME strategy and ensure implementation of the strategy. Identify small business opportunities that match the small business targets for the province. Facilitate the development of enterprise development programmes framework and strategies. Explore and develop partnerships with other organisations to provide sustainable business models. Establish interventions to ensure effective implementation of the programmes. Facilitate and support the establishment of Cooperatives. Facilitate engagements with regional and national economic development agencies. Develop intervention strategies. Ensure the facilitation of access and linkages to markets for SMMEs and Cooperatives. Provide strategic management in the coordination of financial and non-financial support. Manage human and financial resources of the Directorate. Manage all governance related matters of the Directorate.

ENQUIRIES : Ms IN Phiri Tel No: (013) 766 4246
APPLICATIONS : Email application to: recruitmentdedt1@mpg.gov.za

POST 29/27 : **DIRECTOR: REGIONAL AND LOCAL ECONOMIC DEVELOPMENT REF NO: DEDT 2024/25/05**
Note that the post was advertised on Public Service Vacancy Circular 21 of 2024, candidates who previously applied need not to re-apply, and their applications will be considered.

SALARY : R1 216 824 per annum (Level 13), all-inclusive salary package
CENTRE : Head Office: Mbombela
REQUIREMENTS : An appropriate SAQA recognized undergraduate NQF level 7 tertiary qualification in Economics/ Development Studies or relevant qualification with five (5) years relevant working experience in middle management level. Good understanding of the South African economy, economic data and the ability to draw inference from them. Knowledge and insight into insight of the provincial priority sectors provincially. Ability and experience in dealing proactively with a range of players across industries, academia and the public sector and the community. Knowledge of government policies and processes, above average skills in terms of IT (Microsoft programmes), planning and stakeholder management, effective communication skills (verbal and writing). The ability to manage and work in a team and independently is a prerequisite. Competencies: The preferable candidate must display these competencies at competent levels: Strategic Capability, Leadership, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, People Management and Empowerment, Client Orientation and Customer Focus and Communication, Honesty and Integrity.

DUTIES : To assist District and Local Municipalities to develop local economies in partnership with key stakeholders as identified by the Provincial LED Strategy and Regional LED Strategies. To provide project support and advice for Regional and LED projects at District and Local Municipal level. To facilitate and support the Regional and LED Strategy alignment, development and integration of LED, IPAP, NDP and the PGDS for customized district and local LED support. To assist the district and local municipalities to improve their ability to leverage competitive and comparative advantage for growth, to coordinate and facilitate skills development and capacity building among LED practitioners and officials at district and local municipal level. Support and assist Provincial, District and Local LED Forums. Provide strategic management in the coordination of financial and non-financial support. Manage human and financial resources of the Directorate. Manage all governance related matters of the Directorate.

ENQUIRIES : Ms IN Phiri Tel No: (013) 766 4246
APPLICATIONS : Email application to: recruitmentdedt1@mpg.gov.za