

DEPARTMENT OF TRADITIONAL AFFAIRS

It is the Department's intention to promote equity (race, gender and disability) through the filling of positions with a candidate whose transfer/promotion/appointment will promote representivity in line with the numeric targets as contained in the department's Employment Equity plan.

- APPLICATIONS** : Applications may be posted to: Human Resource Management, Department of Traditional Affairs, Private Bag X22, Arcadia, 0083 or Hand deliver to: 509 Pretorius Street, Arcadia, 2nd Floor Pencardia 1 Building or email to DTARRecruit2014.23@cogta.gov.za
- FOR ATTENTION** : Director: Human Resource Management
- CLOSING DATE** : 15 November 2024
- NOTE** : The successful candidate's appointment will be subject to a security clearance process and the verification of educational qualification certificates. Applications must quote the relevant reference number and must be completed on the NEW Z83 form obtainable from any Public Service department and signed when submitted. From 1 January 2021 should an application be received using the incorrect application for employment (Z83), the application will not be considered. All applications must be accompanied by fully completed Z83 and a detailed CV only. Shortlisted candidates only will be required to submit certified copies of qualifications and other relevant documents before the interview date. Persons with a disability are encouraged to apply. It is the responsibility of shortlisted applicant's to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation (only when shortlisted). Incomplete applications or applications received after the closing date will not be considered. It is important to note that it is the applicant's responsibility to ensure that the application is submitted by the due date. Due to the large number of responses anticipated, correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of the advertisement, please accept that your application has been unsuccessful. The department reserves the right not to fill the advertised position.

MANAGEMENT ECHELON

- POST 40/11** : **DIRECTOR: PARTNERSHIPS REF NO: 2024/23**
- SALARY** : R1 216 824 per annum, (an all-inclusive remuneration package). The package includes a basic salary (70% of package) and a flexible portion that may be structured in terms of the applicable guidelines.
- CENTRE** : Pretoria
- REQUIREMENTS** : A degree or equivalent qualification (NQF7) in Public Administration/Management or any relevant qualification in the public administration fields plus 5 years' experience at MMS/SMS level. A relevant qualification at NQF level 8 will serve as an added advantage. A Certificate for entry into the Senior Management Services (SMS). Understanding of the institution of traditional leadership and its protocols. A valid/driver's license. Core competencies: Strategic capacity and leadership, people management and empowerment, programme and project management, change management and Financial Management, Technical competencies: Knowledge of government policies, systems processes and local government. Coordination and facilitation skills. Monitoring and evaluation techniques and skills. Research and policy analysis. Data analysis and interpretation. Report writing and presentation skills. Advanced computer literacy. Process Competencies: Knowledge management. Service delivery innovation. Problem solving and analysis. Client orientation and customer focus. Communication (written and spoken).
- DUTIES** : The successful candidate will perform the following duties: Develop policy frameworks to facilitate partnerships among traditional leadership, government, business, and civil society. Develop and review support frameworks to strengthen traditional leadership through effective partnerships. Establish and manage a secure electronic database to track partnerships between various stakeholders. Monitor the implementation of partnership agreements to ensure they meet established goals and objectives. Develop detailed reports on the procurement and management of partnerships in compliance with the Traditional and Khoi-San Leadership Act. Provide assistance and support to traditional leadership for active participation in socio-economic development programmes
- ENQUIRIES** : Mr L Morule Tel No: (012) 336 5816