

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

- APPLICATIONS** : Applications must be forwarded to: The Head of Department, Department of Economic Development and Planning, Private Bag x 11215, Nelspruit, 1200 or hand delivered at Riverside Government Complex, Building 4, 7 Government Boulevard Riverside Park, Extension 02 Nelspruit 1200
- CLOSING DATE** : 15 May 2009 and please take note that no applications received after the closing date will be considered.
- NOTE** : Fully completed applications must be submitted on form Z83 obtainable from any public Service department and must be accompanied by a comprehensive CV as well as originally certified copies of qualifications and ID. Certification must not be older than three months. By responding to this advertisement, you are consenting that your information will be verified. No facsimile or e-mailed applications will be accepted. A separate application form must be completed for each post. Please note that correspondences will be limited to short listed candidates only. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). It is also expected of the top three candidates in terms of the selection interview results for the Middle Management post to undergo a compulsory competency assessment on a date that will be decided by the employer. The Department reserves the right not to fill the positions.

MANAGEMENT ECHELON

- POST 17/94** : **DIRECTOR: REGIONAL OFFICES X 3 POSTS**
- SALARY CENTRE** : R615 633 per annum (all inclusive package)
: Ehlanzeni (Ref. Pr1/03/9-10)
: Gert Sibande (Ref. Pr1/04/9-10)
: Nkangala (Ref. Pr1/05/9-10)
- REQUIREMENTS** : A minimum of three year recognized tertiary or equivalent qualification in Economics/Business Management plus five years relevant work experience at a supervisory level. Ability to interact at both strategic and operational level. Extensive Knowledge of the Public Service Act, Public Service Regulations, Public Finance Management Act, Treasury Regulations and other applicable policies. Thorough knowledge and understanding of National, Provincial and Local structures in terms of their roles and relationships. Competencies: Planning and Coordination, Project Management, Budgeting and Financial Management, Problem Solving and Decision Making, Applied Strategic Thinking, Communication and Information Management, Client Focus and Responsiveness, Networking and Building Bonds, Developing others, Continuous improvement, Research Methodologies and Report writing. Computer literacy, Advanced Computer skills. A valid driver's license.
- DUTIES** : The successful candidate will be responsible to provide overall management of the Regional Office which include the following: Promote Economic Growth and Development of Local Economies. Facilitate and stimulate Enterprise Development. Stimulate Economic Growth through Industry Development, Trade and Investment Promotion and sector development. Ensure Compliance and Enforcement with legislation related to Commerce. Render Consumer Education and Advisory Services. Render Regional Administration support services.
- ENQUIRIES** : Vusumuzi Hlatshwayo @ (013) 766 4164

OTHER POSTS

- POST 17/95** : **DEPUTY DIRECTOR: ECONOMIC SECTOR STRATEGY DEVELOPMENT (REF. PR5/01/9-10)**
- SALARY CENTRE** : R344 052 per annum (all inclusive package)
: Head Office
- REQUIREMENTS** : Three year recognized tertiary or equivalent qualification in Economic Policy Studies, Economics, and Development Planning with three years practical work experience in the Strategy, Policy and Project Management environment. Broad knowledge of Policy and Economic Strategy Development processes.

		Competencies: Planning and Coordination, Project Management, Budgeting and Financial Management, Problem Solving and Decision Making, Applied Strategic Thinking, Communication and Information Management, Client Focus and Responsiveness, Networking and Building Bonds, Developing others, Continuous improvement, Research Methodologies and Report
<u>DUTIES</u>	:	Develop Sector Strategies and plans for Economic Development maintain an Integrated Economic Development Strategy for the province and a Provincial Industrial Strategy. Develop an implementation plan for the Industrial Strategy. Devise development targets. Liaise with partners and stakeholders. Strengthen policy formulation and review. Coordinate and align provincial integrated plan with national and provincial policy and planning imperatives.
<u>ENQUIRIES</u>	:	Vusumuzi Hlatshwayo @ (013) 766 4164
<u>POST 17/96</u>	:	<u>DEPUTY DIRECTOR: LOCAL ECONOMIC DEVELOPMENT (REF PR3/01/910)</u>
<u>SALARY</u>	:	R344 052 per annum (level 11) (all inclusive package)
<u>CENTRE</u>	:	Gert Sibande
<u>REQUIREMENTS</u>	:	Three year tertiary qualification in Economics/Social Sciences or related field. A three year minimum relevant work experience in Economic Development. Sound knowledge of legislative and policy framework and procurement process. Competencies: Planning and Coordination, Project Management, Budgeting and Financial Management, Problem Solving and Decision Making, Applied Strategic Thinking, Communication and Information Management, Client Focus and Responsiveness, Networking and Building Bonds, Developing others, Continuous improvement, Research Methodologies and Report writing. Computer literacy, Advanced Computer skills. A valid driver's license.
<u>DUTIES</u>	:	Participate in the formation of partnership with key stakeholders at the Local level and Development of municipal Local Economic Development Plans. Support municipalities in developing credible IDPS. Participate in the alignment of Departmental Plans with the municipal LED plans. Support in the increase of investment within the municipalities. Improve the capacity of municipalities to manage the implementation of Local Economic Development plans. Facilitate the development and operation of LED fora. Develop and ensure alignment of Provincial LED strategy framework and municipal plans. Provide advisory services on LED
<u>ENQUIRIES</u>	:	Vusumuzi Hlatshwayo @ (013) 766 4164
<u>POST 17/97</u>	:	<u>ECONOMIC RESEARCHER (REF: PR5/02/9-10)</u>
<u>SALARY</u>	:	R174 243 per annum
<u>CENTRE</u>	:	Head Office
<u>REQUIREMENTS</u>	:	Three year recognized tertiary or equivalent qualification in Economics/Social Sciences or related field with a two year minimum work experience in conducting research. Sound knowledge of Research methodology, Project Management, Computer literacy, Report writing, presentation skills, Analytical and problem solving skills. Ability to work in a team, independently and under pressure. A valid driver's license.
<u>DUTIES</u>	:	Drive and coordinate relevant provincial economic research. Manage research Projects. Utilize the statistical information for conducting research. Liaise with the stakeholders and other research institutions. Manage activities related to statistical economic and spatial analysis as well as the production of reports. Organize meetings, workshop, and conference for the dissemination of the research outcomes. Coordinate the stakeholders' participation in the research activities for the Department.
<u>ENQUIRIES</u>	:	Vusumuzi Hlatshwayo @ (013) 766 4164
<u>POST 17/98</u>	:	<u>ASSISTANT DIRECTOR: LOCAL ECONOMIC DEVELOPMENT X 2 POSTS</u>
<u>SALARY</u>	:	R174 243 per annum
<u>CENTRE</u>	:	Gert Sibande (Ref: Pr3/02/9-10) Ehlanzeni (Ref: Pr3/02/9-10)
<u>REQUIREMENTS</u>	:	Three year tertiary qualification in Economics/Social Sciences or related field. A two year minimum relevant work experience in Economic Development. Sound knowledge of legislative and policy framework, procurement process, Project Management, economic analysis, strategy development, financial management,

Analytical, problem solving and community facilitation process. . Ability to work in a team, independently and under pressure. Report writing and presentation skills. A valid driver's license.

DUTIES

: Support the development of municipal Local Economic Development Plans. Support Municipalities in developing credible IDPS. Ensures those departmental plans are aligned with the municipal LED plans. Support in the increase of investment within the municipalities. Improve the capacity of municipalities to manage the implementation of Local Economic Development plans. Facilitate the development and operation of LED fora. Develop and ensure alignment of Provincial LED strategy framework and municipal plans.

ENQUIRIES

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NOTE

: Women and people with disabilities are encouraged to apply.