

**GOVERNMENT COMMUNICATION AND INFORMATION SYSTEM (GCIS)**  
*GCIS is an equal opportunity employer*

- APPLICATIONS** : The CEO, Government Communication and Information System, Private Bag X745, Pretoria, 0001 or hand delivered to Midtown Building, 356 Vermeulen Street, Pretoria.
- FOR ATTENTION** : Mr S Matshageng
- CLOSING DATE** : 19 February 2010
- NOTE** : Applications must be accompanied by a Z83 and a comprehensive CV, as well as certified copies of qualifications and ID document. Correspondence will be limited to successful candidates only. If you not have been contacted within 1 month after the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to a personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification). Disabled applicants are welcome to apply.

**OTHER POST**

- POST 05/19** : **DEPUTY DIRECTOR: SECRETARIAT SUPPORT FOR THE COMMUNICATIONS ECONOMIC CLUSTER**  
 Directorate: National Liaison
- SALARY** : All-inclusive salary package: R378 456 per annum
- CENTRE** : Pretoria
- REQUIREMENTS** : Qualification: A three year tertiary qualification or relevant diploma/degree. Job Knowledge: Good understanding of government policies and priorities. Experience: Experience or knowledge of government communications. Competencies: Excellent written and verbal communications skills. Good interpersonal skills, including ability to interface with all levels within government, ability to work with minimum supervision and independent decision making with necessary consultation. Proactive and creative thinking abilities. Strong project management skills and the ability to work independently and under pressure. Computer literacy and a valid driver's license are advantages for the position.
- DUTIES** : Providing all-round, high level, effective, dedicated secretariat support to the economic cluster. Communication cluster coordination and stakeholder management. Content management and writing. Assisting with developing communication strategies for clusters, communication projects and departments. Providing support to other communications Fora – Government communicators Forum, Communications Planning meetings. Monitoring the implementation of the cluster communication strategies. Developing key messages on pertinent issues and participating in content development
- ENQUIRIES** : Mr Legadima Leso, tel. (012) 314 2129