

DEPARTMENT OF LABOUR

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

- CLOSING DATE** : 25 September 2017 at 16:00
- APPLICATIONS** : Chief Director: Human Resources Management: Private Bag X 117, Pretoria, 0001 or hand deliver at 215 Francis Baard Street.
- FOR ATTENTION** : Sub-directorate: Human Resources Operations, Head Office
- NOTE** : Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.gov.za/documents. The fully completed and signed form Z83 should be accompanied by a recently updated, comprehensive CV as well as recently certified copies(Not older than 3 months after publication of the advert) of all qualification(s) including a Senior Certificate and ID-document [Driver's license where applicable]. Non-RSA Citizens/Permanent Resident Permit Holders must attach a copy of their Permanent Residence Permits to their applications. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. The Department does not accept applications via fax or email. Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within eight (8) weeks 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). Where applicable, candidates will be subjected to a skills/knowledge test. All shortlisted candidates for SMS posts will be subjected to a technical competency exercise that intends to test relevant technical elements of the job, the logistics of which be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend generic managerial competencies using the mandated DPSA SMS competency assessment tools. Successful candidates will be appointed on a probation period of 12 months. The Department reserves the right not to make any appointment(s) to the above post. Successful candidates will be appointed on a probation period of 12 months. The Department reserves the right not to make any appointment(s) to the above post. The successful candidate will be expected to sign a performance agreement. The Department of Labour is an equal opportunity affirmative action employer. The employment decision shall be informed by the Employment Equity Plan of the Department. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s) with a candidate whose transfer / promotion / appointment will promote representativity in line with the numerical targets as contained in our Employment Equity Plan.

MANAGEMENT ECHELON

- POST 36/47** : **DIRECTOR: BUSINESS DEVELOPMENT REF NO: HR 4/4/3/1DBD/SEE**
- SALARY** : R896 743 per annum (all inclusive package)
- CENTER** : Supported Employment Enterprise, Silverton
- REQUIREMENTS** : Three (3) year degree (SAQA recognized) in Business/ Public/ Financial Management/ Administration/ Marketing. Five (5) years middle management experience. Three (3) years functional experience in Business Development/ Marketing/ Financial planning. Valid driver's licence. Knowledge: Employment Service Act, All the DoL Legislations, Business Development, Professional Sales, Manufacturing environment, Product Development, Project Management, Marketing campaigns, Financial budgeting and reporting, Policies and Procedures, Strategy development and Corporate Governance. Skills: Problem Solving, Initiative and Proactivity, Communication, People Management, Strong Communication, Consultative, Strategic Planning, Presentation, Sales, Financial, Business development, Administration, Time management, Planning and organizing, Analytical/ judgement and decision making, Negotiation and good existing network, Assertiveness, Computer Literacy, Project Management, Strong Analytical, Leadership, Management, Scheduling.

DUTIES

: Develop and manage SEF Business Strategy. Develop and Monitor the implementation of SEF Sales and Customer Relationship Strategies. Develop and monitor the implementation of Marketing Strategy. Identify and manage Strategic Alliances and ventures. Provide detailed information on the progress of marketing and sales activities.

ENQUIRIES

: Mr S Nondwangu, Tel no: (012) 843 7300