

GOVERNMENT COMMUNICATIONS AND INFORMATION SYSTEM

GCIS is an equal opportunity employer and practicing affirmative action employment. It is our intention to promote representivity (race, gender, disability) in the department through filling these posts. The candidature of persons whose appointment/transfer/promotion will promote representivity will receive preference. Applicants with disabilities are encouraged to apply

- APPLICATIONS** : The DG of Government Communication and Information System, Private Bag X 745, Pretoria 0001, or hand deliver to Tshedimosetso House, 1035 Cnr Francis Baard & Festival streets, Hatfield, Pretoria
- FOR ATTENTION** : Mr S Matshageng
- CLOSING DATE** : 16 February 2018
- NOTE** : Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.gov.za/documents. The completed and signed Z83 form should be accompanied by a recently updated, comprehensive CV as well as originally certified copies of all qualification(s) and ID-document. The certification must be within three (3) months. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Where a valid driver's license is a requirement, applicants must attach a certified copy of such licence. Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. No faxed, e-mailed or copied applications will be considered. 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 three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful. All appointments are subject to the verification of educational qualifications, previous experience, citizenship, reference checks and security vetting. Following the interview and technical exercise, the selection panel will recommend candidates to attend generic managerial competency assessment. Suitable candidates will be subjected to a personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification). "The successful candidate must disclose to the DG particulars of all registrable financial interests, sign a performance agreement and employment contract with the DG within three months from the date of assumption of duty and obtain a top secret security clearance".

MANAGEMENT ECHELON

- POST 05/21** : **DIRECTOR: SOCIAL MEDIA**
Chief Directorate: Products and Platforms
- SALARY** : All-inclusive salary package of R948 174 per annum
- CENTRE** : Pretoria
- REQUIREMENTS** : Applicants must be in possession of a three year Bachelor's Degree (NQF level 7) in Journalism or related qualification with at least five years' experience at middle/senior managerial level and proven experience of online media. He/she must have thorough, broad and up to date knowledge of the news environment and government programmes. Journalism experience in online media. Extensive knowledge of web-development and upgrading of copy on-line. Ability to dress news and information contained in publications to make them attractive to the readers online. Ability to turn dry, dull facts and information into interesting and readable stories. The ideal candidate must be able to work under pressure, and respect deadlines. He/she must have an excellent command of the English language, grammar, construction of sentences and understand the requirements for effective writing. Excellent oral and written communication skill. Excellent interpersonal skills, determined, resilient and pay meticulous attention to detail. Be willing to work long hours. Computer literate. A valid driver's license.
- DUTIES** : The successful candidate will be required to give strategic direction to the GCIS's social media and website initiatives. Develop and maintain a social media strategy for GCIS while working closely with the Director of Electronic Information Resources. Build audience development programmes to grow Government's social media audience. Ensure that the use of social media and

websites in GCIS integrates with Government and GCIS's communication strategies. Develop and maintain policy guidelines for the use of social media and websites in GCIS and government. Give guidance on the use of social media and websites to other Government departments and entities. Plan and execute continuous and proactive (long-term) social media engagement to ensure a continuous presence on social media platforms and relevant websites. Plan and execute social media campaigns in support of specific government initiatives, programme and activities. Work closely with the GCIS video, radio and photo units as well as the Director of EIR to ensure that social media platforms contain relevant multimedia content. Keep abreast of developments and trends in social media technologies, tools and applications, and of social media practices in general and in Government to ensure that GCIS is well positioned to stay in front of developments. Respond immediately to contentious issues about government in the social media domain and assist in web updates where required. Update, maintain, improve and develop the Government Service, and Information Portal. Update, maintain, improve and develop the GCIS and related websites as well as social media platforms. Contribute to the quality of government web publishing and participate in forums and GCIS projects. Provide leadership and management to Directorate.

ENQUIRIES
NOTE

- : Mr D Latham. Tel: 012 473 0065
- : This is a re-advertisement, applicants who previously applied for these post are encouraged to re-apply.