

DEPARTMENT OF COMMUNICATIONS

- APPLICATIONS** : The Director-General, Department of Communications, Private Bag X812, Pretoria, 0001 or hand deliver to Tshedimoseetso House, 1035 Cnr Francis Baard & Festival Street, Hatfield, Pretoria
- FOR ATTENTION** : Mr A Khameli
- CLOSING DATE** : 16 March 2018 @ 16h00 (Applications received after the closing date will not be considered).
- 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 form Z83 should be accompanied by a recently updated, comprehensive CV as well as 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). Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not 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. Suitable candidates will be subjected to a personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification).

OTHER POSTS

- POST 09/01** : **DEPUTY DIRECTOR: MEDIA POLICY REF NO: DD/DOC/06**
Directorate: Broadcasting Policy
- SALARY** : All-inclusive remuneration package R657 558. per annum
- CENTRE** : Pretoria
- REQUIREMENTS** : Qualifications: A recognised undergraduate qualification in Communication or Media Studies (NQF level 7) or related field as recognised by SAQA. A relevant postgraduate qualification will be an added advantage. 3-5 years' experience in Media/ Communication Policy environment. Knowledge and understanding: Knowledge of broadcasting-related legislations administered by the department and its Entities and their application to the broadcasting industry. Operational excellence. Adequate stakeholder management. Proven ability to operate under pressure. Skills and competencies: Understanding and Knowledge Teamwork, Program and Project management, Knowledge management, Change management, Financial management, Problem solving and analysis, People management, Service delivery innovation, Client orientation and customer focus, Communication, Diversity, management, Leadership skills and Risk management. Willingness to adapt work schedule in accordance with professional requirements.
- DUTIES** : To support policy regulatory direction in broadcasting. Assist in developing broadcasting policy and media content based on evolving trends. Assist in producing regular review of documents and policies. Interact with Industry on arrears of interest and relevance. Assist in conceptualising skills development in broadcasting and operations. Stakeholder management. Assist in promoting transformation and address diversity issues in the media marketplace, as it develops, recommend and administer the regulatory policy programmes relating to the media industry, including print and online media. Assist in advising the Ministry and Department in relation to the preparation of media legislative proposals (plus the preparation of bills and acts) and policy initiatives. Assist in analyzing the in-depth and assess the effectiveness and improvements of the current and future voluntary measures put in place so far by online platforms and news media organisations based on best and good practices .
- ENQUIRIES** : Mr C Mashile, Tel (012) 473 0414

POST 09/02 : **DEPUTY DIRECTOR: LEGISLATION DRAFTING AND SUPPORT REF NO: DD/DOC/07**
 Directorate: Broadcasting Policy

SALARY : All-inclusive remuneration package R657 558.00 per annum
CENTRE : Pretoria
REQUIREMENTS : Qualifications: LLB or equivalent degree with at least 3 years' experience in the legal field. Admission as Advocate or Attorney will be an added advantage. Knowledge and understanding: Knowledge of broadcasting-related legislations administered by the department and its Entities and their application to the broadcasting industry. Understanding of South African broadcasting/media law and regulation Knowledge of, and exposure to constitutional law, administrative law, and other laws applicable in Public service environment. Skills and competencies: Excellent communication (written and verbal), Excellent interpersonal skills. Exceptional organising and planning. Ability to work independently, under pressure and long hours. Excellent time management. Innovative. Problem solving and results orientated. Attention to detail. Computer literate.

DUTIES : Produce accurate and easily comprehensible legal comparative studies of broadcasting/media policies. Facilitate co-operation, in the domain of regulatory policy making, with the state law advisor office, entities, industry stakeholders and SADC/AU level. Identify emerging trends in the regulatory policy area of broadcasting/media in order to stimulate and support regulatory policy discussion and reports/ briefings. Provide regulatory policy legal advice in order to raise legal issues, in particular for the Government/Department. Represent the legal interest of the Department in the fields of copyright, intellectual property and broadcasting/media regulatory policy. Monitor Parliamentary legislative processes affecting the department. Attend hearings, committee discussions and other events at the SA Parliament. Draft legal opinion and legal policy reports. Liaise with DoC entities, State Law Advisor Office and partner departments and organisations on broadcasting/media related legal matters. Draft and edit regulatory policy documents for the Department and Cabinet. Conduct legal and regulatory policy research, analyse proposed regulatory policies, and evaluate the effects and validity of existing regulatory policies; Compile relevant legal information from best practice and compose legal positions for use in regulatory policy formulation by the Department. Conduct legal research analysis of existing regulatory policies, and report out findings in relation to current and future policy outcomes of the Department.

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