PROVINCIAL ADMINISTRATION: LIMPOPO
DEPARTMENT OF EDUCATION
Limpopo Department of Education is an equal opportunity, affirmative action employer with clear employment equity targets. Women and people with disabilities are encouraged to apply.

APPLICATIONS:
Application should be submitted to the Head of Department, Department of Education, Private Bag X 9489 Polokwane 0700 or handed in at 113 Biccard Street, Polokwane, 0699 at Records Management Directorate- Office No. G03 [Registry].

CLOSING DATE:
18 June 2018

NOTE:
Applications should be submitted on the prescribed Form Z83 (obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/document. Applications should be accompanied by a recent comprehensive C.V, certified copies of all qualifications, copy of identity document and driver’s licence. No Faxed, emailed and applications received after the closing date, whether posted or hand-submitted will not be considered. Failure to comply with the above requirements will result in the disqualification of the applicants. Due to large number of applications we envisage, correspondence will be limited to shortlisted candidates only. If you do not hear from us within three (3) months after the closing date consider your application as being unsuccessful. However, should there be any dissatisfaction, applicants are hereby advised to seek reasons for the above administration action in terms of Promotion of Administrative Justice Act (PAJA), Act No.3 of 2000.

MANAGEMENT ECHELON

POST 22/155:
DIRECTOR: COMMUNICATION AND PUBLICATION SERVICES (REF NO: LDOE: 04/18)

SALARY:
R948 174 per annum (All- inclusive package)

CENTRE:
Polokwane

REQUIREMENTS:
An undergraduate qualification or equivalent qualification at NQF level 7 as recognized by SAQA. Qualification in Communication/ Public Relations/ Marketing will be an added advantage. 5 years’ experience at a middle/ senior managerial level. Computer literacy. A valid driver’s license. Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication, Public Service Knowledge, Negotiations, Policy formulation and Analytical thinking.

DUTIES:
Develop and implement internal and external communication policies and strategies. Manage information flow efficiently and effectively from the department to the public as well as within the department. Liaise with MEC’s media Liaison
Officer for common strategies in respect of events and campaigns. Manage communication and media services to district and circuits.

ENQUIRIES

Ms Montja M.M at 015 284 6569 or Ms Phalafala R.M at 015 284 6524.