

## DEPARTMENT OF SMALL BUSINESS DEVELOPMENT

- APPLICATIONS** : Applications can be submitted by post to: The Registry Office, Department of Small Business Development, Private Bag X672, Pretoria 0001 or hand delivered at Block G – Ground Floor, the dti Campus, corner of Meintjies and Robert Sobukwe Streets, Sunnyside, Pretoria.
- CLOSING DATE** : 03 August 2018 at 16h00. Applications received after the closing date will not be considered.
- NOTE** : Applications must be submitted on a signed and dated Z83 form (unsigned Z83 form will disqualify an application), which can be obtained from any Government institution, and must be accompanied by a comprehensive CV with copies of qualifications (Matric Certificate must also be attached) and ID document and driver's license (where applicable), including the details of at least two contactable referees (should be people who recently worked with the applicant). Background verification, including criminal record and citizenship checks, as well as a competency assessment will form part of the selection process. Department of Small Business Development is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representivity in terms of race, disability and gender will receive preference. It is the applicants' responsibility to have their foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Correspondence will be limited to shortlisted candidates only. If you have not been contacted within 3 months of the closing date of this advertisement, please accept that your application was unsuccessful. The Department reserves the rights not to fill or withdraw any advertised post.

## MANAGEMENT ECHELON

- POST 29/38** : **DEPUTY DIRECTOR-GENERAL: SECTOR POLICY & RESEARCH - REF NO: DDG/11/18**
- SALARY CENTRE REQUIREMENTS** : R1 370 973 all-inclusive package per annum (SL-15)  
: Pretoria  
: The successful candidate will have a Bachelor Degree in Economics/Business Leadership/Social Science (Political Science/Development Studies) and a postgraduate qualification in the same discipline. Expert strategic capability and leadership, expert policy formulation and implementation, advanced communication skills, advanced service delivery innovation, proven financial management skills, client orientation and customer management skills, advanced people management and empowerment skills. Eight to ten (8-10) years' experience at a senior management level (this experience could have been in the private or public sectors). The successful candidate will be required to enter into a performance agreement within three months of appointment.
- DUTIES** : The incumbent is expected to provide leadership and take accountability in driving a policy, legislative and research environment that provides sector wide thought leadership. Provide leadership and direction in the provision of evidence based research services to direct sector thought leadership and guide evidence based policy making and programme design. Provide leadership and direction in the development of policies and legislation that create and promote sustainable growth opportunities for Cooperatives and SMMEs. Provide leadership and direction in the promotion of the interests of small businesses and cooperatives in the global space at international forums. Provide leadership and direction in the provision of sector monitoring and evaluation services to improve service delivery outcomes. Inform and institutionalise effective, efficient and ethical management of strategic relationships (stakeholder management). Communicate with internal and external stakeholders and lead complex discussions without compromising the integrity of the Department and that of the Public Service. Set norms and standards, identify weaknesses and gaps in service delivery and promote the development and implementation of innovative opportunities to improve service delivery for the Branch. Provide direction and assume responsibility in respect to the management of financial, human and physical resources of the Branch.

**ENQUIRIES**

: Mr Mciniseli Jele, Tel No: (012) 394-5241