

DEPARTMENT OF WOMEN

The purpose of the Department of Women is to lead, coordinate and oversee the transformation agenda on women's socio-economic empowerment, rights and equality through mainstreaming, monitoring and evaluation.

- APPLICATIONS** : The Director-General, Department of Women, Private Bag X931, Pretoria, 0001, or hand delivered at 36 Hamilton Street, Arcadia, Pretoria.
- FOR ATTENTION** : Ms Thoriso Siko Tel No: 012 359 0225
- CLOSING DATE** : 14 September 2018 at 16:00
- NOTE** : Applications must be submitted on form Z83, obtainable from any public service department or on the internet at www.gov.za/documents and must be accompanied by a comprehensive CV as well as original certified copies of all qualification(s) and ID-document. Non-RSA citizens/permanent resident permit holders must attach a copy of their Permanent Residence Permit. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Failure to submit all the requested documents will result in the application not being considered. Should you not hear from the Department within three (3) months of the closing date of this advertisement, please consider your application to be unsuccessful. The Department reserves the right not to make appointment(s) to the post(s). If the applicant fails to sign the Z-83 form that will constitute an automatic disqualification. The Department of Women is an equal opportunity employer. In the filling of these posts, the objectives of section 195 of the Constitution of the Republic of South Africa and the Employment Equity Act, 1998 (Act 55 of 1998) will be taken into consideration. Women and persons with disabilities in particular are encouraged to apply. Appointment(s) will only be made on the first notch of the advertised salary level.

OTHER POSTS

- POST 35/71** : **DEPUTY DIRECTOR: RESEARCH, POLICY ANALYSIS AND COORDINATION (REF NO: DOW/007/2018)**

- SALARY** : R697 011 fully inclusive package per annum (Level 11)
- CENTRE** : Pretoria
- REQUIREMENTS** : Appropriate three year degree in Development Studies, Economics, Statistics, Public Policy, Social Sciences or relevant NQF level 7 qualification. A post-graduate qualification in any of these fields will be an added advantage. Applicants must have a minimum of five years' experience in public policy development and analysis and research, including at least three years' experience at a supervisory level. Knowledge and understanding of evidence-based public policy cycle as well as women's empowerment, gender equality and gender mainstreaming is essential. Candidates must have excellent analytical and conceptual skills and be well-versed in both quantitative and qualitative data collection and analysis, interpretation and report writing. Understanding of knowledge management will be an advantage. Proficiency in MS programmes and data analysis packages (e.g. SPSS). Candidate should have the ability to liaise with clients and service providers and demonstrate proficiency in both verbal and written communication and good computer skills; able to work independently without direct supervision as well as in a team and be able to work effectively under pressure. The successful applicant will be subject to personal security vetting at a secret level.
- DUTIES** : Coordination, management, planning and execution of research and policy relating to gender mainstreaming, women's empowerment, gender equality, and rights initiatives. Manage the coordination, identification and acquisition of research findings/reports. Provide research and policy advice and support services to the Department and relevant stakeholders on women's empowerment and gender equality. Undertake development, review, analysis and coordination of government policies, programmes and plans to inform measures for women's empowerment and gender equality. Undertake primary research projects. Professionally liaise with clients and appropriate stakeholders. Use relevant

software packages and programmes for advanced data analysis. Interpret research results and prepare research reports for sharing with relevant stakeholders. Provide assistance in general managerial tasks to ensure optimal resource management in the Chief Directorate. Work as part of a project team in the Department.

ENQUIRIES
NOTE

: Mr T Mukwevho Tel No: 012 359 0430
: short-listed candidates will be subjected to a technical exercise.

POST 35/72

: **ASSISTANT DIRECTOR: ECONOMIC EMPOWERMENT AND PARTICIPATION**
(REF NO: DOW/008/2018)

SALARY
CENTRE
REQUIREMENTS

: R356 288 basic salary per annum plus benefits (Level 09)
: Pretoria
: Appropriate diploma in Social or Economic or Development Sciences or appropriate NQF 6 qualification in a related field. Minimum three (3) years practical experience in the field of development/political economics, gender activism, gender research and knowledge management, gender mainstreaming. Knowledge of government priorities, prescripts and policies; intergovernmental functioning and gender-critical stakeholders; business and financial environment and related stakeholders; government and private sector economies of scale. Advanced verbal communication and report writing skills: demonstrative negotiation, networking and interpersonal relations skills. Creative and innovative thinking: ability to coordinate and organise: computer proficient. Research and problem solving skills. The successful applicant will be subject to personal security vetting at a secret level.

DUTIES

: Promote policies and programmes that mainstream the economic empowerment and participation of women; participate in activities towards the implementation of policies and programmes for women's empowerment, participation and delivery in the mainstream economy; engage in economic opportunities that are accessible to women to promote gender equality; engage in the development of intervention plans for women's access and participation in formal economic systems; engage in interventions that promote women's access to funding opportunities industrialisation and beneficiation.

ENQUIRIES

: Mr P Maponyane Tel No: 012 359 0219