

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 welcome to apply.

- APPLICATIONS** : The DG of Government Communication and Information System, Private Bag X745, Pretoria 0001, or hand deliver to Tshedimoseiso House, 1035 Cnr Francis Baard & Festival streets, Hatfield, Pretoria.
- FOR ATTENTION** : Mr S Matshageng
- CLOSING DATE** : 12 October 2018
- NOTE** : Applications must be submitted with Z83 form, 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). 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. No faxed, copied or e-mailed application will be considered. Where a driver's license is essential, such a license should be attached. 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. "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". 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. (Criminal record, citizenship, credit record checks, qualification verification and employment verification).

OTHER POST

- POST 39/04** : **FEATURES WRITER REF NO: 3/1/5/1/18/27**
Directorate: News Services
- SALARY** : All-inclusive salary package of R697 011 per annum (Level 11)
- CENTRE** : Pretoria
- REQUIREMENTS** : Applicants should be in possession of a recognised 3 year Degree (NQF 7) or National Diploma (NQF 6) in Journalism. Experience: four (4) years' experience in news services environment of which two (2) years should be experience at Salary level 9 or 10. The applicant should be an energetic, creative and organised news "junkie" with a proven track record in writing for the print and online mediums. Applicant should be passionate about the programme of the South African government, especially as it relates to those South Africans who are greatly dependent upon government information and services for their well-being. Applicant should have a technical knowledge and experience of the process of news gathering and writing; general knowledge of current affairs, South African political dynamics and government policies and programmes; the ability to write feature articles and analysis pieces on a range of topics; ability to work under pressure and meet deadlines; ability to source and write well-researched articles in a fast-paced environment; excellent editing skills; and the creative thinking ability to come up with own feature ideas and contribute to the various news diaries within the Chief Directorate. Applicant should have excellent interpersonal skills and possess a valid driver's license.
- DUTIES** : The successful candidate will be required to provide professional news compiling, feature writing and editing (both print and electronic forms) for www.sanews.gov.za; the Public Sector Manager magazine and Vukuzenzele newspaper. Ensure that all written material meets the needs of target audiences and deadlines for publications. Contribute towards the generation of feature and analysis ideas for content plans across the Chief

Directorate. Chair editorial meetings with writers to discuss leads and angles with regard to feature and analysis pieces. Liaise extensively with editors in the mainstream media. Attend government events of local and international relevance and confidently conduct interviews with senior government officials. Travel extensively to find feature stories of media interest. Edit feature items. Post on social media platforms when required to do so and advise reporters on social media requirements for interviews. The successful candidate must be willing to work irregular hours, on weekends and on public holidays, when required to do so.

ENQUIRIES
NOTE

- : Ms R Moodley Tel No: (012) 473 0213
- : Short-listed candidates will be subjected to a practical test. A practical test score of 70% will be required for a final shortlisting process. Preference will be given to African male/female and Coloured female.