

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** : 12 October 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 39/201** : **CHIEF DIRECTOR: RESEARCH, POLICY & LEGISLATION REF NO: CDR/18/18**
- SALARY** : R1 189 338 all-inclusive package per annum (SL-14)
- CENTRE** : Pretoria
- REQUIREMENTS** : The successful candidate will have a National Diploma/Bachelor Degree in Economic Sciences/Humanities or a related discipline. A postgraduate qualification in the same discipline will be an added advantage. Five years' experience with a proven track record of leading a research function at a senior management level. Successful completion of Senior Management Leadership Programme. Computer Literacy. Technical competencies on research, SMME and Cooperatives Policy implementation, monitoring and evaluation, reporting and data and statistical analysis.
- DUTIES** : The incumbent is expected to lead the setting of a research agenda, the development of a policy and legislative environment for the optimal development of SMMEs and Cooperatives. Lead research and the development and review of applicable policies, legislation and regulation for the development of SMMEs and Cooperatives (e.g. National Small Business Act, white paper, integrated strategy, etc.). Play an oversight role in the conceptualisation, development of knowledge creation processes that are relevant to the mandate and objectives of DSBD. Champion the enforcement of government policies that favours small business (e.g. 30-day payment, – holding accountable – enforcement of government policies – buy from local SMMEs). Facilitate evidence-based policy making. Create an enabling legislative and policy environment and ecosystem that will ensure attainment of government objectives in a manner that will not unduly impede the development and growth of SMMEs and Cooperatives. Act as a generator and information repository of decision-relevant and evidence-based small business intelligence for small business policymakers and programme implementation. Address the resolution of information gaps that occur during decision-making, explain constraints and provide alternatives. Guide the establishment of a knowledge base that positions the Department to be the key thought leader on its mandate with the capacity for innovative responses to the South African socio-economic challenges. Lead research and knowledge coordination in respect of applied and secondary policy and legislative review on the small business ecosystem. Establish and drive the development and maintenance of a comprehensive knowledge management repository for research findings (statistics and reports). Coordinate the provision of research findings to customers (internal and external).

ENQUIRIES

: Mr Mojalefa Mohoto Tel No: (012) 394 1619