

DEPARTMENT OF TRADE AND INDUSTRY

- APPLICATIONS** : Applications can be submitted: By post to the Registry Office, The Department of Trade and Industry, Private Bag x84, Pretoria, 0001; Hand-delivered to **the dti** Campus, corner of Meintjies and Robert Sobukwe Street, Sunnyside, Pretoria; or go to: <http://www.thedti.gov.za> and click on the “Careers” link to submit online application. Applications must be submitted with a completed and signed form Z83, obtainable from any Public Service Department or on the internet at www.gov.za/documents or <http://www.thedti.gov.za/careers>. Shortlisted candidates will be subjected to a technical exercise and the selection panel for MMS and SMS positions will further recommend candidates to attend a generic managerial competency-based assessment. Background verification and security vetting will form part of the selection process and successful candidates will be subjected to security vetting. **The dti** is committed to the pursuit of diversity and redress. It is the applicant’s responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Applications received after the closing date will not be considered. Correspondence will be limited to short-listed 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 dti** reserves the right not to fill any advertised position(s).
- CLOSING DATE** : 16 November 2018

MANAGEMENT ECHELON

- POST 44/117** : **CHIEF DIRECTOR: AFRICA BILATERAL ECONOMIC RELATIONS REF NO: TISA/ABER 001**

: To promote economic relations with African countries on bilateral/regional basis with emphasis on outward investment let trade.

- SALARY** : All-inclusive remuneration package of R1, 189,338.00 per annum, Level 14

- CENTRE** : Pretoria
- REQUIREMENTS** : An undergraduate qualification (NQF Level 7) in Economics / International Relations or International Law, Public Administration and/or Development Studies. 5 years’ relevant senior managerial experience in an Investment Facilitation environment. Experience in research management, policy development and implementation. Experience in Industrial and Infrastructure project facilitation. Experience in trade and investment promotion. Experience in stakeholder management, financial management, contract management, strategic capability and leadership, project management and change management. Sound Knowledge of the African economy and the global economic environment. Knowledge of the relevant economic sectors as defined by the National Development Plan, Industrial Policy Action Plan, New Growth Path. Knowledge and understanding of Public Service act, Public Service Regulations, PFMA and Treasury regulations. Problem Solving and Decision Making skills, communication skills (written and verbal), strong negotiation skills and conflict management. Travel (local & international) as and when required. Must be able to work overtime as and when required. Proficient in MS Office packages.

- DUTIES** : Research and Policy formulation management: Research and compile strong analytical documents assessing trade, investment, industrial and infrastructure potential per country, as basis for strategies, work programme and briefs. Develop regional and country strategies that focus on trade development, promoting investment, industrial and infrastructure development, facilitating the identification of regional value chains and technical cooperation. Display detailed economic knowledge of African economies at continental, regional and country levels. Develop, communicate and implement relevant trade and investment policies in line with strategy. Provide inputs into trade and investment policy and Regional and Global negotiating positions. Customer and Stakeholder management: Ensure broad-based consultations at Chief Directorate, Division, Departmental, intra-governmental levels. Establish and maintain close working relations with e.g.

ITED, IDD and DIRCO. Consult Nedlac, BUSA, Export Councils, COTII agencies. Organise fora to raise awareness of opportunities in the context of building bilateral trade and investment relations. Prepare precise, accurate briefing documents for political principles (Minister, Parliament) as well as for business interests. Ensure dissemination of information through marketing, interviews, publications and websites. Support incoming and outgoing trade and investment missions. Strengthen effective coordination with the South African business sector to more fully engage in African development activities. Contribute bilateral economic inputs to the ICTS Cluster. Promote intra-Africa trade and intra-Africa investment: Utilize government-to-government relations and mechanisms to advance a developmental agenda in Africa on the mutually beneficial and agreed bilateral cooperation agreements. Oversee the implementation of and the promotion of SDIs in Africa. Undertake technical and fact finding missions to identify trade, investment, industrial and infrastructure development opportunities in Africa. Pursue partnerships to promote economic development on a bilateral basis (for example, Nigeria, Uganda, Algeria, Egypt and Kenya), other regional groupings (ECOWAS, COMESA, MAGHREB). Strengthen bilateral trade (exports and investments) relations in support of intra-Africa trade and intra-Africa investments. Facilitate the negotiation and signing of bilateral agreements and MOUs with countries in Africa. Coordinate economic inputs into government to government platforms e.g. JMCs, JBCs, BNCs, JPCs and Heads of State bilateral economic engagements. Identify innovative mechanisms, methodology or strategic intervention to promote bilateral trade and investment in relation to African economies. Develop co-operative relations with diplomatic representation in South Africa both to inform and to implement the strategy. Negotiate bilateral economic cooperation agreements that set out mutually beneficial and agreed bilateral work programme. Coordinate South African technical cooperation and assistance to support policy and institutional development in partner countries. Oversee technology transfer and building of productive capacity through investments e.g. MPISI and other bilateral projects. Participate in trade and investment conferences and seminars. Facilitate agency to agency capacity building and institutional strengthening e.g. SABS and counterparts. Strategic management: Oversee the effective and efficient operation of the Chief Directorate. Manage the budget of human Resources of the Chief Directorate. Facilitate and ensure the development of a conducive culture and working environment in the Chief Directorate. Contribute towards the effective strategic planning and management of the Division. Implement the Divisions Africa Bilateral Strategy and methodology. Align Africa bilateral work programme with the Africa multilateral work programme. Design internal work processes to improve customer service levels. Develop and implement a service delivery improvement plan for the Chief Directorate. Monitor and evaluate implementation of the work programme.

ENQUIRIES : Should you have enquiries or experience any problem submitting your application contact the Recruitment Office on Tel No: 012 394 1809/1835.

POST 44/118 : **DIRECTOR: INTERNATIONAL OPERATIONS REF NO: TISA/Inter Oper 001**
To oversee and support international economic programmes in outgoing and incoming provided by the multi sectoral export programmes.

SALARY : All-inclusive remuneration package of R1, 005,063.00 per annum, Level 13
CENTRE : Pretoria
REQUIREMENTS : An undergraduate qualification (NQF Level 7) in Economics / Public Admin / International Relations / Development Studies. 5 years' experience at a middle/senior managerial level in an international operations environment. Experience in the development of international geographic based developmental programmes. Experience in strategy management. Experience in business processes. Directorate management. Experience in stakeholder management, people management, financial management, project management, report writing and analysis. Communication skills (verbal and written), analytical and thinking skills, presentation skills, planning and organising skills and Interpersonal skills. Strategic capability and leadership. Sound knowledge of the South African economy and the global economic environment. Knowledge of the relevant economic sectors as defined by the NDP, IPAP, Integrated National Export

Strategy, New Growth Path and Nine Point Plan. Strategic Leadership skills. Knowledge and understanding of Public Service Regulations, Public Service Act, Treasury Regulations and Public Finance Management Act. Willingness to travel domestically and internationally, and to work overtime as and when required.

DUTIES

: Develop International Geographical based developmental programmes: Develop geographic developmental plan to support the incoming and outgoing export programmes. Provide economic guidance and counselling on geographic knowledge and experience. Develop export indicators for African Region. Stakeholder Management: Provide support on the Head of the Missions and FER in multi sectoral work and combined incoming investment and outgoing export programme. Develop a single channel entry point of the Division and/or organisation regarding Exports. Provide a high level political and bilateral mission and will sectoral and or combined investment and outgoing export programme. Incoming Foreign political, bilateral commissions, business supported organisations and company mission supported. Strategy Management of the Division: Building frameworks and developing plans – help take a business objective or goal and break it down into a cohesive plan – identify specific areas of opportunity through analysis, understand the drivers behind them, set metrics to focus on, and layout goals and milestones for the division. Structuring actionable solutions – take different drivers from a plan and develop action items that can be executed. Driving and measuring results – analyse findings and results, measure impact, and remove any roadblocks with new actions or alterations that are necessary. Business Process: Present the presentation on investment and or economic opportunity. Oversee if the missions programmes involves 100% on a combined incoming investment and outgoing export. Oversee all quests on both local and overseas and ensure they are resolved. Provide support on business delegate for outgoing missions organised for priority and new market on demand. Directorate Management: Monitor financial resources and assets of the DDG's Office. Provide inputs into the strategic planning of the unit and execution of the operational plan.

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