DEPARTMENT OF TRADE AND INDUSTRY

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.

CLOSING DATE: 13 December 2019

NOTE: 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).

MANAGEMENT ECHELON

POST 43/44: CHIEF DIRECTOR: AFRICA MULTILATERAL ECONOMIC RELATIONS

REF NO: ITED/AMER 001

Overview: To promote economic integration and development in Africa on a regional and continental basis. It encompasses fostering and forging regional economic integration and development through the strengthening of SACU and SADC and advancement of the AU Agenda 2063 to ensure economic regeneration and development on the rest of the continent.

SALARY: R1 251 183 per annum (Level 14) (All-inclusive remuneration package)

CENTRE: Pretoria

REQUIREMENTS: An undergraduate qualification (NQF Level 7) in Economics/International Law/International Relations. 5 years’ relevant senior management experience in a Research/Law environment in the public/private sector. Key Requirements: Experience in the development and implementation of strategies, policies, projects and programmes. Negotiation skills and experience in leading negotiations. Experience in stakeholder management, financial management, people management, project management, strategic capability and leadership. Communication skills (verbal and written), presentation skills, interpersonal skills, planning and organising skills, mentoring and coaching. Knowledge and understanding of the disciplines and organisational practices in the area of trade policy. Knowledge and understanding of Public Service Regulations, Public Service Act, Public Finance Management Act and Treasury Regulations. Ability to interact diplomatically with heads of public entities, private enterprises, multinationals and representatives of foreign governments. Understanding of South Africa's regional integration approach.

DUTIES: Manage the performance of the Chief Directorate. Integrate work of the Chief Directorate into the overall mandate and strategic objectives of the Division, the dti and Government. Coordinate and report on the Chief Directorate's Business Plan. Develop co-operative relations with key domestic and external stakeholders to inform and implement the Division's mandate. Conceptualise and negotiate appropriate continental and regional trade agreements. Develop regional trade strategies to enhance and secure market access for South African goods and services. Ensure effective representation of South Africa's interests in multilateral, regional and bilateral trade forums and organisations, e.g. World Trade Organization (WTO), Southern Africa Customs Union (SACU) and South African Development Community (SADC), Africa Union.

ENQUIRIES: Should you have enquiries or experience any problem submitting your application contact the Recruitment Office on Tel No: (012) 394 1809/1835.
NOTE: In terms of the dti's EE requirements, preference will be given to African candidates, Coloured female and Indian and White male candidates.

POST 43/45: DIRECTOR: LEGAL SERVICES REF NO: IDAD/LEG SERV 001
Overview: To lead and manage policies and programmes for the provision of Legal Services advice or opinion functions in the Division: IDAD

SALARY: R1 057 326 per annum (Level 13) (All-inclusive remuneration package)

CENTRE: Pretoria


DUTIES: Lead the process of developing legal service sector policies. Engage in continual policy advocacy and coordination in the legal service sector. Manage the strategic planning for the directorate. Develop the strategic focus and policy direction for the Directorate. Ensure the maintenance of effective internal administration of the directorate: the filing of all documents, the maintenance of records, approval of procurements and expenditure and all reporting requirements. Ensure that all HR policies and procedures and adhered to in the directorate: Legal service. Ensure compliance to OHS amongst the staff. Facilitate effective Labour Relations Policies and procedures. Ensure that inputs are timely submitted and incorrect format. Ensure that business unit adheres to the financial control requirement in terms of spending. Ensure that asset procurements and management are in line with the PFMA requirements. Ensure compliance to the dti financial delegations and policies achieved at all times. Provide leadership in identifying and developing subsectors in the legal services sector that have the potential to grow. Timeous Investigations and Institutions of cases to recover damages. Manage the database of all litigation by IDAD Legal Services. Manage the relationship with SAPS, NPA, Auditor General, etc.

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

NOTE: In terms of the dti's EE requirements, preference will be given to African and Coloured candidates, Indian males, White candidates as well as people with disabilities.