

DEPARTMENT OF COMMUNICATIONS AND DIGITAL TECHNOLOGIES

The Department is an equal opportunity department and the Department's intention is to promote equity through the filling of these posts.

- APPLICATIONS** : Ngalemako cc has been retained to handle all responses for this advertisement. Please forward your application, quoting the relevant reference number and the name of the publication in which you saw this advertisement, to email: fiona@i-resourcing.co.za.
- CLOSING DATE** : 10 July 2020
- NOTE** : Applications must be submitted on a Z83 Form, obtainable from any Public Service department and should be accompanied by a recently updated comprehensive CV and certified copies not older than six (6) months of all qualification(s), and ID document. The successful candidates must disclose particulars of all registrable financial interests and sign employment contracts within one month from the date of assumption of duty. Performance Agreements must be concluded and signed within three months from the date of assumption of duty. Note: Applications received after the closing date will not be considered. Faxed or e-mailed applications will be considered. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualifications Authority (SAQA). Failure to submit the requested documents will result in your application not being considered. All qualifications are subject to verification. Due to the large volumes of responses anticipated, receipt of applications will not be acknowledged, and correspondence will be limited to short-listed candidates only. All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment using the mandated DPSA SMS competency assessment tools. All shortlisted candidates will be subjected to personnel suitability checks and the successful candidate will have to undergo a full security vetting. All applicants must declare any conflict or perceived conflict of interest and must disclose membership of Boards and directorships associated with. The successful candidate also has to disclose annually his/her financial interest. If you have not been contacted within three (3) months of the closing date, please accept that your application was unsuccessful. Please note that CV's submitted will be destroyed after the three (3) months period. The Department reserves the right not to make appointment(s) to the advertised post(s). Candidates, whose appointment/promotion/transfer will promote the achievement of employment equity within the Department, will receive preference.

MANAGEMENT ECHELON

- POST 16/01** : **HEAD OF PROJECT MANAGEMENT OFFICE (PMO) – PRESIDENTIAL COMMISSION ON 4IR REF NO: DDG: PMO/09/19**
(3 year contract)
- SALARY** : R1 521 591 per annum (the all-inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employees Pension Fund, a medical fund and a flexible portion in terms of applicable rules).
- CENTRE REQUIREMENTS** : Pretoria
A Bachelor's degree or equivalent qualification (NQF level 7) and a post graduate qualification (NQF level 8) in Project management or Business Management as recognized by SAQA. A Master's degree will be an added advantage. Experience: 8 to 10 years of experience at senior management level. Job Knowledge: Project management, Understanding of policy environment, Understanding of ICT environment, Knowledge of applicable legislations, Public Finance Management Act, Treasury Instructions, Public Service Act, and Public Service Regulations Electronic and Communication Act, Broadcasting Act, Independent Communication Authority of South Africa. Broad knowledge of key 4IR technologies (Artificial Intelligence, Robotics, Internet of Things, Data Science, Cloud Computing, Cybersecurity, Block-chain, Nano-technology, Precision medicine, etc.), Knowledge of information management and practices, monitoring, evaluation and research

- methodologies. Competencies Required: Strategic capability and leadership, financial management, problem solving and analysis, people management and empowerment, project management, knowledge management, change management, service delivery innovation.
- DUTIES** : Reporting to the Director-General and the Minister, the successful candidate will be responsible for managing the activities of the PMO in the development of an Integrated Country Strategy on the Fourth Industrial Revolution (4IR) by the Presidential Commission on 4IR and its supporting structures. Providing leadership and facilitation of research for the Fourth Industrial Revolution Presidential Commission and its supporting structures. Development of the socio economic impact assessment and Fourth Industrial Revolution indicators in relation to public policy development. Managing and monitoring the implementation of 4IR interventions and programs. Establishing and managing partnerships in the implementation of 4IR interventions and programs. Managing resources allocated to the PMO, and lead a team of staff that is able to collectively deliver on agreed deliverables.
- ENQUIRIES** : Ms Mathope Thusi Tel No: +27 12 421 7100
Ms Tania Beukes Tel No +27 12 427 8284
Ms Louisa Kgang Tel No +12 421 7006
- POST 16/02** : **CHIEF DIRECTOR: COMMUNICATIONS AND MARKETING**
- SALARY** : R1 251 183 per annum an all-inclusive package
- CENTRE** : Pretoria, Hatfield
- REQUIREMENTS** : A relevant undergraduate qualification at NQF level 7 in Communications/Marketing/Journalism as recognised by the South African Qualifications Authority (SAQA) and 5-7 years of relevant experience at a senior managerial level in the Communications and Marketing environment. The successful completion of the Public Service Senior Management Leadership Programme as endorsed by the National School of Government available as an online course on www.thensg.gov.za. A post graduate degree will be an added advantage. Skills And Competencies: At an advanced level required in the following: Strategic capability and leadership, programme and project management, financial management, service delivery and innovation, problem-solving and analysis, change management, knowledge of Applicable legislations, Public Finance Management Act, Treasury Instructions, Public Service Act, and Public Service Regulations Electronic and Communication Act, Broadcasting Act, Independent Communication Authority of South Africa Act, functioning of national, provincial and local government, structure and functioning of the Department, Parliamentary protocol processes, linkages with government clusters, Media and marketing industry, cross cultural knowledge, client relations. Knowledge of applicable legislations, norms and standards related to the built environment industry, including the Public Finance Management Act, Treasury Instructions, Public Service Act, and Public Service Regulations Electronic and Communication Act, Functioning of national, provincial and local government, Structure and functioning of the Department, Parliamentary protocol processes, Linkages with government clusters, Media and marketing industry, Cross Cultural Knowledge, Client relations, ICT Industry. Must have excellent skills in communication (both written and verbal), digital marketing with deep understanding of web culture, social media platforms and channels, knowledge management, people management, client orientation and customer focus, diversity management, risk management, corporate governance.
- DUTIES** : The successful candidate will oversee the management of the Department image and provide communication and marketing activities. Oversee the department's image in the digital space. This includes traditional media (print, electronic etc.) BUT more importantly all social media channels such as Facebook, Twitter, Google, YouTube etc. Develop and implement digital marketing, online communication and all new forms of digital marketing. Position the department favourably within the ICT sector and public through the development of strategic objectives (Build The department presence in the digital ecosystem, Reposition the Department to be number one digital organisation in SA, the department must be present in all digital channels, Monitor internet and digital platforms and be able to respond within seconds). Oversee the development of strategies in support of the DTPS, ICT sector and government programmes in order to encourage the accelerated use of ICT as a tool of social economic development (Protect the Department in the digital

space, Listen on behalf of the department, engage all platforms that publish Transparency).Oversee the provision of marketing and communications support to the DTSP and its stakeholders to build a shared vision of the national ICT agenda (Conduct Web analytics on behalf of the department, curate Place all Departments content in the digital ecosystem).Oversee the development and implementation of an annual communications strategy and provide support for departmental projects. Build communications networks with stakeholders in the ICT sector in order to improve the stakeholder's participation and involvement in DTSP programmes (Design the Department digital marketing and internet communications strategy. Daily, weekly and monthly provide Google analytics about the department activities and mention online, liaise on behalf of the Department with all social media platforms, provide Department Twitter analytics daily, weekly and monthly, provide Department Facebook analytics daily weekly and monthly, build capacity such as Google Analytics, Twitter Developer and Facebook Developer skills within the team members. Oversee the development and participation of marketing and communications policies within the DTSP and manage participation of Intergovernmental communications forums. Oversee resources within the Media and Communications Chief Directorate in line with relevant legislation in order to reach the strategic objectives of the Department of Telecommunications and Postal Services (Responsible for all department's digital assets). Design and find Providers of digital training for members of the department.

- ENQUIRIES** : Ms Mathope Thusi Tel No: +27 12 421 7100
Ms Tania Beukes Tel No +27 12 427 8284
Ms Louisa Kgang Tel No +12 421 7006
- POST 16/03** : **RESEARCH EXPERT - ECONOMETRICS REF NO: EC/09/19**
(3 year contract)
- SALARY** : R1 057 326 per annum (the all-inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employees Pension Fund, a medical fund and a flexible portion in terms of applicable rules).
- CENTRE REQUIREMENTS** : Pretoria
: A Bachelor's degree or equivalent qualification (NQF level 7) in Bachelor's degree in Economics or Econometrics and/or Finance as recognized by SAQA. An Honours degree will be an added advantage. Experience: At least 5 years' middle experience in an economic environment. Job Knowledge: Understanding of policy environment. Understanding of ICT environment. Knowledge of project management practices. Knowledge of Electronic and Communication Act. Knowledge of computer systems in relation to artificial intelligence (AI), robotics, Internet of Things (IoT), Cloud Computing, etc.). Competencies Required: Strategic capability and leadership, financial management, problem solving and analysis, people management and empowerment, project management, knowledge management, change management, service delivery innovation.
- DUTIES** : Reporting to the Senior Research Expert on 4IR, the successful candidate will be responsible for conducting research on identified economic sectors to be advanced for global competitiveness through 4IR and econometrics. Coordinating and monitoring the implementation of 4IR interventions and programs with a focus on econometrics. Participating in international and regional discussions and conferences on 4IR matters. Development of the socio economic impact assessment and Fourth Industrial Revolution indicators in relation to public policy development.
- ENQUIRIES** : Ms Mathope Thusi Tel No: +27 12 421 7100
Ms Tania Beukes Tel No: +27 12 427 8284
Ms Louisa Kgang Tel No: +12 421 7006
- POST 16/04** : **RESEARCH EXPERT - DIGITAL TRANSFORMATION SPECIALIST REF NO: DTS/09/19**
(3 year contract)
- SALARY** : R1 057 326 per annum (the all-inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employees Pension Fund, a medical fund and a flexible portion in terms of applicable rules).
- CENTRE REQUIREMENTS** : Pretoria
: A Bachelor's degree or equivalent qualification (NQF level 7) in Science or equivalent in computer science, computer engineering or a technically related

field as recognized by SAQA. An Honours degree will be an added advantage. Experience: At least 5 years' middle experience in conducting research in block-chain, cybersecurity and related fields. Job Knowledge: Understanding of policy and ICT environment. Knowledge of commercial hardware platforms (particularly IBM, SUN and HP). Knowledge of project management practices. Knowledge of Electronic and Communication Act. Knowledge of block-chain and cybersecurity Competencies Required: Strategic capability and leadership, financial management, problem solving and analysis, people management and empowerment, project management, knowledge management, change management, service delivery innovation.

DUTIES : Reporting to the Senior Research Expert on 4IR, the successful candidate will be responsible for identifying gaps in the current digital transformation initiatives and conducting related research. Analyzing trends on digital transformation and compile reports to inform strategies, policies and programs. Communicating findings to stakeholders using visualization and other means. Coordinating and monitoring the implementation of 4IR interventions and programs with a focus on digital transformation. Participating in international and regional discussions and conferences on 4IR matters. Development of the socio economic impact assessment and Fourth Industrial Revolution indicators.

ENQUIRIES : Ms Mathope Thusi Tel No: +27 12 421 7100
Ms Tania Beukes Tel No +27 12 427 8284
Ms Louisa Kgang Tel No +12 421 7006

POST 16/05 : **RESEARCH EXPERT - STATISTICS REF NO: ST/09/19**
(3 year contract)

SALARY : R1 057 326 per annum (the all-inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employees Pension Fund, a medical fund and a flexible portion in terms of applicable rules).

CENTRE : Pretoria

REQUIREMENTS : A Bachelor's degree or equivalent qualification (NQF level 7) in Statistics, Geography and or Market Analysis as recognized by SAQA. An Honours degree will be an added advantage. Experience: At least 5 years' middle management experience in an economic environment. 5 years combined expertise on the use of geospatial analysis, social sciences, and statistical social science software. Job Knowledge: Knowledge economic policy environment, Economic impact analysis, Industrial development analysis Knowledge of integrating geospatial analysis and behavioural science expertise, to include but not limited to conducting multivariate analysis and predictive modelling for population segmentation, data cleaning and missing data identification, scale analyses. Knowledge of predictive and statistical modelling. Knowledge of project management practices. Knowledge of business practices and processes Competencies Required: Strategic capability and leadership, financial management, problem solving and analysis, people management and empowerment, project management, knowledge management, change management, service delivery innovation.

DUTIES : Reporting to the Senior Research Expert on 4IR, the successful candidate will be responsible for conducting research on identified economic sectors to be advanced for global competitiveness through 4IR and statistics. Coordinating and monitoring the implementation of 4IR interventions and programs with a focus on statistics. Participating in international and regional discussions and conferences on 4IR matters. Development of the socio economic impact assessment and Fourth Industrial Revolution indicators in relation to public policy development.

ENQUIRIES : Ms Mathope Thusi Tel No: 27 12 421 7100
Ms Tania Beukes Tel No +27 12 427 8284
Ms Louisa Kgang Tel No +12 421 7006

OTHER POST

POST 16/06 : **MULTIMEDIA STRATEGIST REF NO: MS/09/19**
(3 year contract)

SALARY : R733 257 per annum (the all-inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employees Pension Fund, a medical fund and a flexible portion in terms of applicable rules).

**CENTRE
REQUIREMENTS**

: Pretoria
: A Bachelor's degree or equivalent qualification (NQF level 7) in Visual Communication and Design as recognized by SAQA. Experience: At least 3-5 years' experience in communication design. Job Knowledge: In-depth knowledge of Adobe Creative Cloud Suite. In-depth knowledge of print, audio and video media design. Knowledge of 3D design and printing and videography. Knowledge of media business practices and processes. Knowledge of social media processes. Skills Required: Image editing, Website software, HTML5, Social media, Photography and Videography, Audio and Video editing.

DUTIES

: Developing and designing creative and interactive content for video, print, website, advertisements, and social media platforms. Developing and designing animations, motion graphics and 3D design for use on various communication platforms. Creating engaging presentations of images and information on 4IR for various communication platforms. Planning, shooting and editing high quality video content and photographs on 4IR initiatives including the Presidential Commission on 4IR. Managing subordinates to strategically deliver compelling digital media content and to deliver strategic social media content effectively and timeously.

ENQUIRIES

: Ms Mathope Thusi Tel No: +27 12 421 7100
Ms Tania Beukes Tel No +27 12 427 8284
Ms Louisa Kgang Tel No +12 421 7006