

## DEPARTMENT OF SMALL BUSINESS DEVELOPMENT

*The Department of Small Business Development is an equal opportunity affirmative action employer. It is our intention to promote representativity (race, gender & disability). The candidature of persons whose transfer/promotion/appointment will promote representativity will receive preference.*

- APPLICATIONS** : Applications can be submitted by email to: [smsrecruitment@dsbd.gov.za](mailto:smsrecruitment@dsbd.gov.za) by quoting the relevant reference number provided on the subject line.
- CLOSING DATE** : 04 June 2021 @ 16h00. Applications received after the closing date will not be considered.
- NOTE** : Applications must quote the relevant reference number and consist of: A fully completed and signed Z83 form (newly prescribed z83 form effective 01 January 2021); a recent comprehensive CV; contactable referees (telephone numbers and email addresses must be indicated); copies of qualifications and ID document. Foreign qualifications must be accompanied by an evaluation certificate from the South African Qualifications Authority (SAQA). A SMS entry (Nyukela) certificate is mandatory. All non-SA citizens must attach a certified copy of proof of permanent residence in South Africa. All shortlisted candidates for SMS posts will be subjected to (1) a technical exercise, (2) a generic managerial competency assessment. Personnel suitability checks will be done during the selection process. Applicants could be required to provide consent for access to their social media accounts. 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. Department of Small Business Development is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representativity in terms of race, disability and gender will receive preference (as per EE Plan). The successful candidate will be required to sign a performance agreement within 3 months of appointment, as well as completing a financial interest's declaration form within one month of appointment and annually thereafter. The Department reserves the rights not to fill or withdraw any advertised post. Note: a new application for employment (Z83) form is applicable from 01 January 2021. The new form can be downloaded online at <http://www.dpsa.gov.za/dpsa2g/vacancies.asp>

## MANAGEMENT ECHELON

- POST 17/38** : **DEPUTY DIRECTOR-GENERAL: ENTERPRISE COMPETITIVENESS SUPPORT REF NO: DDG ECS**
- SALARY CENTRE REQUIREMENTS** : R1 521 591 per annum, (an all-inclusive remuneration package)  
: Pretoria  
: A senior certificate, an undergraduate qualification (NQF 7 as recognised by SAQA) in Commerce/Economics/Business Management/Business Administration/Entrepreneurship/Social Science and a postgraduate qualification (NQF 8) as recognised by SAQA in Commerce/ Economics / Business Leadership/Business Administration/Entrepreneurship / Development Finance. Must have 8-10 years of experience at a senior managerial level of which 5 should be within the Enterprise Development Sector and 3 years hands-on grants/loans/blended finance design/approval experience. No appointment shall be confirmed without a Certificate for entry into the SMS (The course is available at the National School of Government or following link: <https://www.thensg.gov.za/training-course/sms-pre-entry> programme). The candidate must Demonstrate knowledge of the Constitution, Public Service Act, 1994, Public Administration Management Act, 2014, Public Finance Management Act, 1999, and the National Development Plan. Possess the ability to think on a multi-dimensional level and interchange between creative problem solving, critical thinking and strategic thinking. Demonstrate sound decision-making in an agile and ambiguous environment. Skilfully communicate with stakeholders from diverse backgrounds and deliver relevant information. Display market knowledge and social intelligence.
- DUTIES** : Direct initiatives that promote spatially balanced economic development and growth for SMMEs and Cooperatives in prioritised and designated sectors of the economy aligned to Government's transformation agenda. Drive and advocate for a policy and legislated environment that reduces red tape and regulatory burdens and prioritise ease of doing business for SMMEs and Co-

operatives and monitor and evaluate implementation thereof. Provide a platform to initiate and implement enterprise development interventions such as incentive, grants and loans and integrate with other spheres of government, private sector and academic institutions that drive innovative and effective ways to address enterprise competitiveness challenges. To lead initiatives that provide for credible business intelligence and innovative solutions through the use of technology and inform future paths for the SMME and Co-operatives landscape. Monitor and evaluate enterprise competitiveness support programmes and projects. Set norms and standards, identify weaknesses and gaps in service delivery and promote the development and implementation of innovative opportunities to improve service delivery for the Branch. Lead initiatives that are aimed at providing access to finance for SMMEs and Co-operatives through public and private sector resources. Build strategic partnerships that promotes greater awareness of DSBD offerings and that support local and international market linkages and grow market value chains in support of SMMEs and Co-operatives. Drive and direct business assurance and viability strategies for the SMME. Communicate with internal and external stakeholders and lead strategic discussions without compromising the integrity of the Department and that of the Public Service. Lead, inspire and assume responsibility for branch operations, financial, human, and physical resources of the branch.

**ENQUIRIES** : The Recruitment Office Tel No: (012) 394 1440 / 5286 / 3097  
**NOTE** : Candidates must quote the reference number for the abovementioned position on the subject line when applying i.e. "REF NO: DDG ECS"

**POST 17/39** : **DEPUTY DIRECTOR-GENERAL: INTEGRATED COOPERATIVES DEVELOPMENT REF NO: DDG ICD**

**SALARY** : R1 521 591 per annum, (an all-inclusive remuneration package)  
**CENTRE** : Pretoria  
**REQUIREMENTS** : A senior certificate, an undergraduate qualification as recognised by SAQA (NQF 7) in Commerce/Development Studies/Entrepreneurship/Business Management/Social Science (Development Studies) and a postgraduate qualification (NQF 8) as recognised by SAQA in Economics/Commerce / Entrepreneurship/Business Leadership/Business Administration or Management. Must have 8-10 years of experience at a senior managerial level within the Cooperatives environment. Hands on experience in localisation programmes will be an added advantage. No appointment shall be confirmed without a Certificate for entry into the SMS (The course is available at the National School of Government or following link: <https://www.thensg.gov.za/training-course/sms-pre-entry> programme). The candidate must Demonstrate knowledge of the Constitution, Public Service Act, 1994, Public Administration Management Act, 2014, Public Finance Management Act, Development Finance and the National Development Plan. Demonstrate sound decision-making that provides for integration and sustainability in an agile and ambiguous environment. Think on a multi-dimensional level that is forward thinking and interchange between levels of problem solving and critical thinking. Critically evaluate development issues and communicate relevant plans to a diverse audience. Display market knowledge and social intelligence.

**DUTIES** : Provide direction and leadership in the establishment of sector policy mechanisms, frameworks, and guidelines to promote coherence in the establishment, growth, and sustainability of Cooperatives and SMMEs. Provide evidence-based research services to direct sector thought leadership. Drive the development and implementation of SMMEs and Co-operatives through localisation initiatives / programmes. Develop and nurture Cooperatives and SMMEs into sustainable enterprises that can provide employment and contribute to economic growth. Drive provision of development support to vulnerable enterprises located in rural and in townships areas. Communicate with internal and external stakeholders and lead strategic discussions without compromising the integrity of the Department and that of the Public Service. Lead, inspire and assume responsibility for branch operations, financial, human, and physical resources of the branch.

**ENQUIRIES** : The Recruitment Office Tel No: (012) 394 1440 / 45286 / 43097  
**NOTE** : Candidates must quote the reference number for the abovementioned position on the subject line when applying i.e. "REF NO: DDG ICD"

- POST 17/40** : **DEPUTY DIRECTOR-GENERAL: ENTERPRISE DEVELOPMENT & ENTREPRENEURSHIP REF NO: DDG EDE**
- SALARY** : R1 521 591 per annum, (an all-inclusive remuneration package)
- CENTRE** : Pretoria
- REQUIREMENTS** : A senior certificate, an undergraduate qualification as recognised by SAQA (NQF 7) Commerce/ Economic Business Leadership/Business Administration / Social Science (Political Science / Development Studies); and a post graduate qualification (NQF level 8) as recognised by SAQA in Economics/Business Leadership / Business Administration/Entrepreneurship/ Social Science (Political Science / Development Studies). Must have 8-10 years of experience at a senior managerial level of which 5 years should be in the Enterprise Development sector. No appointment shall be confirmed without a Certificate for entry into the SMS (The course is available at the National School of Government or following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme>). The candidate must demonstrate knowledge of the Constitution, Public Service Act, 1994, Public Administration Management Act, 2014, Public Finance Management Act, 1999, and the National Development Plan. Think on a multi-dimensional level and interchange between creative problem solving, critical thinking and strategic thinking. Demonstrate sound decision-making that does not hamper policy implementation in an agile and ambiguous environment. Communicate with stakeholders and government decision-makers from diverse backgrounds. Display market knowledge and social intelligence.
- DUTIES** : Drive transformation of the economy through policy instruments and advocate for the inclusion of SMMEs and Co-operatives in the mainstream economy. Exercise oversight in the implementation of all initiatives by the DSBDA Agencies to ensure integrated business support to SMMEs and Co-operatives. Build strategic partnerships that provides for an integrated approach in advancing the competitiveness of SMMEs and Co-operatives (District Development Model). Lead and coordinate interventions for the provision of an entrepreneurship development and support service infrastructure by government in general and the Department in particular. Communicate with internal and external stakeholders and lead strategic discussions without compromising the integrity of the Department and that of the Public Service. Lead, inspire and assume responsibility for branch operations, financial, human, and physical resources.
- ENQUIRIES** : The Recruitment Office Tel No: (012) 394 1440 / 45286 / 43097
- NOTE** : Candidates must quote the reference number for the abovementioned position on the subject line when applying i.e. "REF NO: DDG EDE"