

**PROVINCIAL ADMINISTRATION: FREE STATE
DEPARTMENT OF ECONOMIC, SMALL BUSINESS DEVELOPMENT, TOURISM AND ENVIRONMENTAL
AFFAIRS**

Free State Provincial Government is an equal opportunity affirmative action employer. It is our intention to promote representativity (race, gender and disability) in the Province through the filling of these posts and candidates whose appointment/promotion/transfer will promote representativity will receive preference.

- APPLICATIONS** : Quoting the reference number, applications must be forwarded to the Head of Department: Economic, Small Business Development, Tourism and Environmental Affairs, Private Bag X20801, Bloemfontein, 9300 or delivered by Hand at the Ground Floor Security Entrance, 113 St Andrews Building, St Andrew Street, Bloemfontein.
- FOR ATTENTION** : Ms M Parkies/ K Majafe
- CLOSING DATE** : 26 August 2022 at 16:00
- NOTE** : Directions to applicants: Applications must be submitted on a new Z.83 form (applications submitted on the old Z83 forms will not be considered), obtainable from any Public Service Department or on the internet at www.dpsa.gov.za-vacancies and must be accompanied by a recently updated comprehensive CV only (separate application for every vacancy). Applicants are requested to complete the Z83 form properly and in full. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. Candidates who possess foreign qualifications and/or short course certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and proof of the level of their qualifications after evaluation will be required when shortlisted. No e-mailed or faxed applications will be considered. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their applications were unsuccessful. Please take note that communication will only be limited to short-listed candidates. The Department reserves the right not to appoint. Note: Entry level requirements for SMS posts: In terms of the Directive on Compulsory Capacity Development, Mandatory Training Days & Minimum Entry Requirements for SMS that was introduced on 1 April 2015, a requirement for all applicants for SMS posts from 1 April 2020 is successful completion of the Senior Management Pre-Entry Programme as endorsed by the National School of Government (NSG). The course is available at the NSG under the name certificate for entry into SMS and the full details can be obtained by following the below link: <https://www.thensg.gov.za/training-course/sms-pre-entryprogramme/>. The successful candidate will be required to provide proof of completion of the NSG Public Service Senior Management Leadership Programme Certificate for entry into the SMS. Furthermore, candidates shortlisted for the SMS post will be subjected to a technical exercise that intends to test relevant technical elements of the job. Following the interview and the technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment in compliance with the DPSA Directive on the implementation of competency-based assessments. The person appointed to this position will be subjected to a security clearance, the signing of a performance agreement, and an employment contract. Note: Only shortlisted candidates will be required to submit certified copies of qualifications.

MANAGEMENT ECHELON

- POST 29/233** : **DIRECTOR: COMMUNICATION AND IT REF NO: DESTEA 01/08/22**
- SALARY** : R1 073 187 per annum. (Level 13), (an all-inclusive salary package). The total package includes 70% basic salary, a state contribution to the Government Employee Pension Fund and a flexible portion that may be structured in terms of the applicable guidelines.
- CENTRE** : Bloemfontein
- REQUIREMENTS** : An appropriate Bachelor's Degree (NQF level 7) in Corporate Communication/ Communication Sciences/ Information Technology or equivalent qualifications. Relevant experience in the Communication environment. Knowledge of

- Government processes and relevant legislation. Computer literacy and a valid driver's license. Added Advantage: Experience in dealing with SMMEs and Cooperatives.
- DUTIES** : To ensure effective internal and external communications through promoting comprehensive marketing strategies and building a positive image for the department. To ensure comprehensive and coherent media and liaison services. To ensure proper planning and management strategies of the departmental communication material. To oversee the provision of ICT services to the Department, the development of ICT strategies, and the rollout thereof. Manage the development of the Operational Plan of the Directorate and participate enormously in the development of the Strategic and Annual Performance Plan of the Department. Management of resources of the Directorate, i.e., human, asset, and financial resources.
- ENQUIRIES** : Adv R Pitso Tel No: 051 400 4914

OTHER POST

- POST 29/234** : **ENVIRONMENTAL OFFICER PRODUCTION GRADE A: AIR QUALITY REF NO: DESTEA 03/08/22**
- SALARY** : R276 831 per annum, (OSD) - Appropriate salary will be determined according to the regulatory framework based on OSD.
- CENTRE** : Bloemfontein
- REQUIREMENTS** : An appropriate Bachelor's Degree (NQF level 7) in Natural/ Physical Science/ Environmental Management or equivalent qualifications. Good communication and report writing skills are essential. Computer literacy. A valid driver's license.
- DUTIES** : Monitor, evaluate, and report on the implementation of Air Quality policy instrumentations in the Municipalities and industries. Contribute towards the development and implementation of specific projects e.g. Air Quality Management Planning, information management, and capacity building with Municipalities and industries. Provide support concerning compliance monitoring and enforcement concerning statutory obligations, which include the following; monitoring of air stations around the province. Attend forums with municipalities that are experiencing Air Quality problems. Investigate, analyze, interpret and evaluate Air Quality reports.
- ENQUIRIES** : Ms. N Nkoe Tel No: (051) 400 4917