

**PROVINCIAL ADMINISTRATION: NORTHWEST
DEPARTMENT OF ARTS, CULTURE, SPORTS AND RECREATION**

- APPLICATIONS** : All applications must be addressed to: Head of Department, Department of Arts, Culture, Sports and Recreation, Private Bag X90, Mmabatho, 2735 or Hand delivered to Human Resource Management, Ground Floor, Gabomotho Building, 760 Dr James Moroka Drive, Mmabatho, 2735.
- FOR ATTENTION** : Director: Human Capital Management: Mr T Mpuisang
- CLOSING DATE** : 20 November 2023
- NOTE** : This Department is an Equal Opportunity Affirmative Action Employer. It is our intention to promote representativity (race, gender and disability) e.g., White, Indian, Coloured and African, in the Department through the filling of posts. Women and People with disability are encouraged to apply. The candidates whose transfer/promotion/appointment will promote representativity will receive preference. An indication in this regard will facilitate the processing of applications. Compliance: It is compulsory to fill all fields on the New Amended Z83 Form (No.81/971431) as prescribed with effect from 01 January 2021, which must be signed, initialled and dated. The form is obtainable at any National or Provincial Department(s), www.gov.za . Applicants must indicate the Post, Reference Number on the Z83 Form application. The new Z83 Form must be accompanied by a recent updated curriculum vitae with full personal details, experience, including three (3) names of contactable referees. Persons in possession of foreign qualification must furnish this Department with an evaluation certificate from South African Qualification Authority (SAQA). DPSA Circular 19 of 2022 on Part E,F and G: Noting that there is limited space provided on Z83, often indicate "refer to Curriculum Vitae as attached" and provides the required information but the statement that relate to prevent re-appointment Part E must be answered. Failure to provide information on CV as requested the applicant may be disqualified. Faxed, e-mailed applications will not be accepted. Applications received after closing date will, as a rule not be accepted. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interviews. It will be expected of candidate(s) to be available for interview process on a date, time and place as determined by the Department Shortlisted candidate(s) will be required to undergo personal suitability checks, which include criminal records, citizenship, financial credits/assets, qualifications verification and previous employment background/reference checks will be verified. Candidates will be subject to security screening and vetting. Candidates will undergo a compulsory Competency Assessment and a Technical exercise. Applicants must disclose if /he is not a Director/Shareholder of a company or conducting any business with Organ of State and whether is performing any additional remunerative work outside his/her normal duties. The successful candidate will enter into an Annual Performance Agreement, and also annually disclose his/her financial interest. The Department reserves the right not to make appointment. NB: Candidates requiring additional information regarding advertised post must direct their enquiries to the relevant person indicated. Communication and Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful.

MANGEMENT ECHELON

- POST 39/173** : **CHIEF DIRECTOR SPORT AND RECREATION REF NO: 2023/ACSR 131/NW**
This is a re-advertisement and all applicants who previously applied and encouraged to apply as previous applications will not considered.
- SALARY** : R1 371 558 per annum (Level 14), all-inclusive package
- CENTRE** : Mmabatho
- REQUIREMENTS** : A relevant undergraduate qualification (NQF 7 or an equivalent qualification), recognized by SAQA. Major subjects in the field of Sport Administration/ Science will serve as added advantage. Five (5) years appropriate experience at a senior management level in any of the three spheres of government; Experience subjects in the field of Sport Administration/ Science will serve as

added advantage. A pre-entry certificate for SMS must be completed before an appointment can be considered; Candidates must be multi-skilled, dynamic, self-motivated professional with well-developed and proven leadership and management abilities; Good communication, managerial, organizational and writing skills; Strong negotiation and interpersonal skills; Ability to interact at a high level; Must have a valid South African driver's license (Code 08). Competencies: Strategic Capability and Leadership. People Management and Empowerment. Capability and Leadership. Programme and Project Management. Financial Management. Change Management. Service Delivery Innovation. Problem Solving and Analysis. Communication. Honesty and Integrity and the Batho Pele Principles. KPA: Manage and Coordinate Community Sport, Sport Performance, Mass Participation in Sport. Plan, develop and formulate sport strategies for all sporting codes. Oversee the coordination of sport activities including community and in-school sport. Manage and coordinate recreation in the Province.

DUTIES

: Planning and implementation of community sport (clubs development and recreation). Planning and implementation of mass participation (school sport). Planning and implementation of sport performance. Ensure and align the business strategies of North West Sport Commission, North West Sport Confederation and PROREC to the Chief Directorate Strategic plan and Annual Performance. Conduct meetings with North West Sport Commission, North West Sport Confederation and PROREC on the development of the business plan. Monitor the implementation of the business strategies of North West Sport Commission, North West Sport Confederation and PROREC. Monitor the implementation of the sport activities. Conduct monthly meetings of the Chief Directorate to assess performance. Consolidation of the sport activities report on a monthly and quarterly basis by the Chief Directorate. Consult with Recreation Structures (LOREC, DISREC and PROREC) on the implementation of recreation. Conduct quarterly meetings with PROREC to monitor the implementation of recreation. Consolidation of the PROREC report on a monthly and quarterly basis.

ENQUIRIES

: Mr T Mpuisang Tel No: (018) 388 2739