

DEPARTMENT OF TRADITIONAL AFFAIRS

It is the Department's intention to promote equity (race, gender and disability) through the filling of positions with a candidate whose transfer/promotion/appointment will promote representivity in line with the numeric targets as contained in the department's Employment Equity plan. Whites, Coloured, Indians, youth and Persons with Disabilities are encouraged to apply.

<u>APPLICATIONS</u>	:	Applications may be posted to: Human Resource Management, Department of Traditional Affairs, Private Bag X22, Arcadia, 0083 or Hand deliver to: 509 Pretorius Street, Arcadia, 2nd Floor Pencardia 1 Building or email @DTARecruit202511@cogta.gov.za
<u>FOR ATTENTION</u>	:	Director: Human Resource Management
<u>CLOSING DATE</u>	:	12 December 2025
<u>NOTE</u>	:	The successful candidate's appointment will be subject to a security clearance process and the verification of educational qualification certificates. Applications must quote the relevant reference number and must be completed on the NEW Z83 form obtainable from any Public Service department and signed when submitted. From 1 January 2021 should an application be received using the incorrect application for employment (Z83), the application will not be considered. Only shortlisted candidates will submit relevant documents. Applicants should submit CV and Z83 only. Shortlisted candidates will be required to submit certified copies a day before the interview date. Persons with a disability are encouraged to apply. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation only when shortlisted. Incomplete applications or applications received after the closing date will not be considered. It is important to note that it is the applicant's responsibility to ensure that all information and attachments in support of the application are submitted by the due date. Due to the large number of responses anticipated, correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of the advertisement, please accept that your application has been unsuccessful. The department reserves the right not to fill the advertised position.

OTHER POST

<u>POST 44/113</u>	:	<u>DEPUTY DIRECTOR: PARTNERSHIPS REF NO: 2025/11</u>
<u>SALARY</u>	:	R896 436 per annum (Level 11), an all-inclusive remuneration package, (70% of package) and a flexible portion that may be structured in terms of the applicable guidelines
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	A 3-year degree in Public Administration/Management or relevant equivalent qualification at NQF level 7 in the public administration fields. 5 years' experience at junior management level/Assistant Director level plus at least five years' experience in partnerships, advanced research, policy analysis, implementation and monitoring and evaluation. Knowledge of the traditional leadership sector will serve as an added advantage. A valid driver's licence. Core competencies: Strategic capacity and leadership, people management and empowerment, programme and project management, change management and Financial Management. Technical competencies: Knowledge of government systems, processes. Coordination and facilitation skills. Monitoring and evaluation techniques and skills. Research and policy analysis. Data analysis, analytics and interpretation. Report writing and presentation skills. Advanced computer literacy (database management, Word, Excel and PowerPoint skills). Knowledge of the Traditional Leadership sector Process competencies: Knowledge management. Service delivery innovation, Problem solving and analysis, Client orientation, customer focus and communication.
<u>DUTIES</u>	:	The successful candidate will perform the following duties: Coordinate the development of partnership-related policy and support framework aligned with TKLA and national priorities. Support the review of support frameworks to strengthen traditional leadership through effective partnerships. Establish and oversee the partnerships database and ensure proper data governance. Support the monitoring of the implementation of partnership agreements to ensure they meet established goals and objectives. Support the development

of detailed reports on the procurement and management of partnerships in compliance with the Traditional and Khoi-San Leadership Act. Provide strategic advisory and capacity support to traditional leadership structures on socio-economic development initiatives.

ENQUIRIES

: Mr. M. Mpisi Tel No: (012) 065 3426