

GOVERNMENT COMMUNICATION AND INFORMATION SYSTEM (GCIS)

The GCIS is an equal opportunity employer. In the filling of vacant posts, the objectives of section 195 (1) (i) of the Constitution of South Africa of 1996, the Employment Equity (EE) imperatives as defined by the EE Act of 1998 (Act 55 of 1998) and relevant Human Resource policies of the department will be taken into consideration. People with disabilities will be accommodated within reasonable limits. Therefore, preference will be given to candidates whose appointment will assist the department in achieving its EE targets in terms of the department's EE Plan. People with disabilities will be given preference regardless of race or gender.

- APPLICATIONS** : The Director-General (DG) of GCIS, Private Bag X745, Pretoria, 0001, hand deliver to Tshedimosetso House, 1035 cnr Francis Baard and Festival streets, Hatfield, Pretoria or to the email address provided. to recruitment@gcis.gov.za
- FOR ATTENTION** : Ms P. Kgopyane
- CLOSING DATE** : 19 May 2026
- NOTE** : Applicants with disabilities are encouraged to apply. The old prescribed application or employment form Z83 was withdrawn with effect from 31 December 2020. As per the Government Gazette No: 43872, any applicant who submits an application on or after 1 January 2021 must do so on the new prescribed Z83 form, obtainable from any Public Service department or on the internet at www.gov.za/documents. Failure to submit an application on the new prescribed Z83 form will lead to disqualification. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the fully completed and signed Z83 form and a detailed curriculum vitae only. Communication regarding submission of certified copies of qualifications and other relevant documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates will be required to submit certified documents on or before the day of the interview, following communication from the department. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualifications Authority (SAQA). Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. Correspondence will be limited to shortlisted candidates. If you have not been contacted within three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful. The successful candidate must disclose to the DG, particulars of all registrable financial interests, sign a performance agreement and employment contract with the DG within three months from the date of assumption of duty and obtain a Top-Secret security clearance. All appointments are subject to the verification of educational qualifications, previous experience, citizenship, reference checks and security vetting. The department reserves the right to fill or not to fill the vacant post. The successful candidates will sign an employment contract with the GCIS that will be reviewed based on performance expiration. By submitting the employment application form, you agree and consent in terms of Section 11(1) of the Protection of Personal Information Act (POPIA) of 2013 (Act 4 of 2013), for your personal information which you provide to the GCIS to be processed by the department and its employees, agents, Cabinet committees and subcontractors for recruitment purposes in accordance with POPIA.

MANAGEMENT ECHELON

- POST 14/25** : **DEPUTY DIRECTOR-GENERAL: CONTENT PROCESSING AND DISSEMINATION**
Branch: Content Processing and Dissemination
- SALARY** : R1 813 182 per annum (Level 15), (an all-inclusive package), of which 70% will be basic salary and 30% may be structured according to an individual's needs.
- CENTRE** : Pretoria
- REQUIREMENTS** : An appropriate Bachelor's Degree (NQF level 8) as recognised by SAQA in Communication / Development Communication/ Public Relations/ Media Studies/ Journalism or related NQF Level 8 qualification Majoring in Communication/ Media Studies/Journalism/ Public Relations/ Development Communication. Applicants must have eight (8) years of experience at senior management level in the communication environment. Successful completion of the Nyukela Public Service SMS Pre-Entry Programme endorsed by the National School of Government (NSG) is a pre-requisite for appointment. Skills: Superior leadership skills; excellent written and verbal communication and

digital skills; ability to interact with people at all levels; people management and empowerment skills; strong public speaking skills; proven change management skills and capability; analytical, organisational and interpersonal skills; complex stakeholder management skills, especially at intergovernmental level, innovative; creative thinking; strategic coordination skills and computer literacy. Job knowledge: Extensive knowledge of the South African and international communications landscape. An in-depth understanding of government communication discipline, Knowledge of communication digital platforms. A thorough knowledge and understanding of government policies and programmes. Competencies: Strategic leadership and capability; Financial management; Risk management; Corporate governance; Extensive knowledge of the Government Communication Policy; the Constitution of the Republic of South Africa of 1996; the Public Service Act of 1994 and Regulations; Public Administration Management Act of 2014; the Public Finance Management Act of 1999; and other relevant prescripts applicable in the communication sector, in the Public Service and for the entities reporting to the GCIS.

DUTIES

: Reporting to the Director General, the Deputy Director-General will be responsible for providing strategic leadership in providing products and platforms that will ensure coherence, coordination, consistency, quality, impact and responsiveness of Government communication. Provide strategic leadership on financial and non-financial organisational planning and performance for the Branch. Ensure development of Government Communication and Media policies, lead legislation development for the GCIS entities and provide technical oversight for GCIS entities. Lead the internal digital communication, develop strategies and plan for implementation and ensure coordination of digital communication and media production for the whole Government Communication System. Undertake regular market research to inform decision-making and proactive communication. Develop strategies to reach all sectors of the population through GCIS owned products and platforms and use of all official languages. Provide strategic leadership for government media buying media production and marketing services. Ensure continuous improvements in government communication through the effective use of research. Ensure good governance in the Branch including risk and compliance, people management and development, and prudent financial management. Ensure effective management and preservation of the government corporate branding across all spheres and sectors.

ENQUIRIES

: Mr. Paul Kwerane Tel No: (012) 473 0407 /Ms. Lungile Tshabalala Tel No: (012) 473 0074.

NOTE

: It is a pre-requisite for candidates to have the Nyukela Public Service SMS Pre-Entry Programme certificate to be eligible for appointment. For further details, please click on the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. For more information regarding the course, visit the NSG website: www.thensg.gov.za. The successful candidate must disclose to the Minister particulars of all registrable financial interests and sign the employment contract within one month from the date of assumption of duty as well as sign a performance agreement with the Minister within three months from the date of assumption of duty. Appointment is subject to a positive Top Secret Security Clearance. Following the interview and technical exercise, the selection panel will recommend candidates to attend generic managerial competency assessments and related assessments as prescribed by the DPSA. Please detail courses passed in the CV as per the academic transcript. Note: All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.