

DEPARTMENT OF TRADE, INDUSTRY AND COMPETITION

- APPLICATIONS** : can be submitted: Via e-mail to applications@thedtic.gov.za (Ref no. must appear in subject-line – if no reference no. is provided the application may not be considered), by post to The Director: Human Resources Management, Private Bag X84, Pretoria, 0001; Hand-delivered to the dtic Campus, corner of Meintjies and Robert Sobukwe Streets, Sunnyside, Pretoria.
- CLOSING DATE** : 15 June 2026
- NOTE** : The application must include a completed and signed new Z83 Form, obtainable from any Public Service Department, the dtic website or on the internet at www.gov.za, and a detailed Curriculum Vitae. Applications received that do not comply with this requirement will not be considered. Certified copies of qualifications and Identity Document or any other relevant documents are to be submitted by only shortlisted candidates to HR on or before the day of the interview date. 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. The selection panel for Senior Management Services (SMS) positions will further recommend candidates to attend a generic managerial competency-based assessment. The Senior Management Pre-Entry Programme (Nyukela Programme) as endorsed by the National School of Government (NSG) must be completed before an appointment on SMS level can be considered. The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by the following link:<https://www.thensg.gov.za/training-course/sms-pre-entry-programme>. No appointment on SMS level will take place without the successful completion of the pre-entry certificate and submission of proof thereof. Background verification, social media checks and security vetting will form part of the selection process and successful candidates will be subjected to security vetting. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Applications received after the closing date will not be considered. 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. the dtic reserves the right not to fill any advertised position(s). the dtic is an equal opportunity and affirmative action employer, and candidates whose appointment will promote representivity, will be given preference.

OTHER POSTS

- POST 18/103** : **ASSISTANT DIRECTOR: ADVANCED MANUFACTURING INDUSTRIES (REF: IIAF & A-0017)**
Overview: To provide an investment promotion service in the Advanced Manufacturing Industries (Aerospace, Defence, Electronics, Space, White Goods and Fuel Cells
- SALARY** : R605 742 per annum (level 10), (Commencing salary)
- CENTRE** : Sunnyside, Pretoria
- REQUIREMENTS** : A Minimum qualification at NQF level 7 in Business Management/Investment /Finance /Economics/Marketing/ or relevant qualification. 3-5 years' experience in Industry/Marketing / Finance in both private or public sector or relevant environment. Computer Literacy (MS Office Package) Strategic Investment IPAP and economic policies training, Project Management. Key Requirements: Experience in investment promotion, lead generation or investment marketing, preferably in the advanced manufacturing sectors. Experience supporting investor visits, inward/outward missions and initial project packaging. Research and analytical skills to evaluate business plans and prepare investment cases. Stakeholder engagement with industry associations, PIPAs and international partners. Familiarity with CRM and investor pipeline systems and basic project tracking. Project management skills and experience managing consultant inputs or marketing materials. Good communication skills and ability to travel as required.

- DUTIES** : Attraction, retention and expansion of local and foreign direct investment in South Africa Provide inputs into the development of the investment. recruitment- strategy and plans for the Sector. Support the implementation of investment promotion and recruitment programmes. Provide support for the successful arrangement of inward and outward missions. Maintain and update an investor's projects database. Conduct desktop research and preliminary analyse companies' investment proposals and business plans. Provide inputs into the development of business cases for companies to invest in South Africa. Provide support on the investment cycle in terms of investor targeting, lead generation and investment marketing. Identification of measures to mitigate economic risk. Lead generation and project investment marketing. Provide inputs into the development and implementation of the investment marketing plan. Undertake preliminary identification and authentication of leads. Facilitate the initial arrangement of investors' visits to South Africa. Facilitate the initial process of converting leads into projects. Undertake initial tracking and analysis of foreign direct investment (FDI) flows and prospects. Prepare the initial list of investment projects as input to Business Plan. Undertake preliminary packaging of investment projects for local and foreign investment conferences, pavilions, and targeted outward investment missions. Provide inputs into the development of marketing materials such as customised presentations, briefing documents and speeches. Undertake the initial development of value propositions for the sector and analysis of trends in the sector. Stakeholder Management, engage with stakeholders and maintain relations within the public, private sectors and industry organisations. Develop strong partnerships and communication with stakeholders. Customer Relations Management. Manage the quality assurance of customer relationship management system (CRM) based on initial inputs provided by TIA. Undertake initial follow-up investment enquiries and leads. Undertake initial identification of group or individual target. investors for a specific incentives. Sub Directorate. Management prepare the Initial collation of quarterly and annual reports, business plans and targets. Provide information for compilation of reports on investment meetings and visits. Report on financial and operational risk & provide input for mitigation Manage the human resources.
- ENQUIRIES** : Ms U Pitse, Tel No: 012 394 1563 / L Mdashe, 012 394 3103 / V Mazibuko 012 394 5608
- NOTE** : In terms of the dtic's EE requirements, preference will be given to African male, Coloured female and male, White male and persons with disabilities.
- POST 18/104** : **INTERNAL AUDITOR: PERFORMANCE AUDIT REF: (ODG - 045)**
Overview: To independently assess management measures in place to ensure Economy, Efficiency and Effectiveness of operations, and make recommendations in this respect.
- SALARY CENTRE REQUIREMENTS** : R605 742. per annum (level 10), (Commencing salary)
: Sunnyside, Pretoria
: Qualification in Internal Auditing, Accounting with majors in Auditing or Accounting or related fields at NQF Level 6. 1–2 years in performance auditing in the public/private sector. Key Requirements: Experience in conducting performance audits and applying audit standards and methodologies. Ability to gather and evaluate audit evidence, formulate findings and compile reports. Strong understanding of PFMA, Treasury Regulations and performance information auditing. Proficient in audit planning, execution, reporting, and follow-up. Familiarity with SMART principles in performance planning and APP evaluation. Attention to detail, analytical thinking and ability to communicate audit results clearly. Proficiency in MS Office and electronic audit tools (e.g. Teammate). Strong administrative and records management skills. Ability to work independently and collaboratively within an audit team.
- DUTIES** : Prepare engagement documentation and analyse background information. Identify focus areas, audit objectives and compile planning memos. Perform control tests and compile working papers with audit evidence. Raise informal queries and participate in audit fieldwork. Compile draft reports, obtain comments, and follow up on audit findings. Participate in audit steering committees and submit executive summaries. Assess APP planning and evaluate quarterly/annual performance reporting. Submit accurate timesheets and maintain audit files per the dtic standards.
- ENQUIRIES** : Ms U Pitse, Tel No: 012 394 1563 / L Mdashe, 012 394 3103 / V Mazibuko 012 394 5608

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