

DEPARTMENT OF TRADE, INDUSTRY AND COMPETITION

- APPLICATIONS** : 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** : 23 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.
- ERRATUM:** Kindly note that the following post was advertised in Public Service Vacancy Circular 18 dated 29 May 2026, Internal Auditor: Performance Audit with Ref No: ODG - 045; the correct salary is R487 197 per annum (Level 09).

MANAGEMENT ECHELON

- POST 19/54** : **CHIEF DIRECTOR: PRIMARY MINERALS PROCESSING AND CONSTRUCTION REF NO: IC&G-144A**
12-month contract post
Overview: To provide strategic leadership and management to the Primary Minerals Processing and Construction Chief Directorate with the Industrial Competitiveness & Growth Branch.
- SALARY CENTRE REQUIREMENTS** : R1 554 696 per annum (Level 14), (all-inclusive remuneration package)
: Sunnyside, Pretoria
: A qualification at NQF level 7, as recognised by SAQA in Science, Engineering, Mineral Economics, Commerce, or a related field. 5 years' relevant experience at a senior managerial level in development and implementation of industrial/economic policies in the Primary Minerals Processing and/or Construction sectors. In-depth understanding of Industrial Policy, the Critical Minerals Strategy, and the Beneficiation Strategy for the minerals industry, as well as broader government policies. Proven experience in people management, financial oversight, and strategic planning. Strong communication and negotiation skills to represent the department effectively. Understanding of PFMA, Public Service Act, and Regulations, Treasury

Regulations. Proficient in monitoring and evaluation, project management, and research analysis for policy and programme development. Ability to build and maintain strategic partnerships with national and international stakeholders, including government, industry bodies, and research institutions.

DUTIES

: Strategy and Planning: Manage strategic planning for the chief directorate. Direct, manage, and transform the Chief Directorate into a highly effective Primary Minerals Processing and Construction unit for inclusion in the National Industrial Policy. Establish clear performance criteria and service standards for staff. Design and implement strategies and action plans in the sectors incorporated in the National Industrial Policy. Design and implement strategies and action plans towards implementing the Critical Minerals Strategy of the country towards contributing to the green economy. Coordination and development of interventions: Provide guidance to develop and manage systems, policies, and procedures to ensure effective and efficient growth of the Primary Minerals Processing and Construction industry in South Africa. Lead the coordination and development of interventions in line with priorities Primary Minerals Processing and Construction industry. Identify and address challenges faced by the Primary Minerals Processing and Construction Sector. Conduct research and implement business processes. Monitoring and Evaluation: Monitor the performance of the chief directorate against business and project plans and introduce corrective measures where necessary. Ensure compliance with the integrated performance reporting system, including high-level dashboard reporting. Monitor and evaluate the strategy implemented in the Primary Minerals Processing and Construction chief directorate. Stakeholder Management: Establish and maintain strategic partnerships with local and international institutions in the area of Primary minerals Processing and Construction. Engage in ongoing interaction with key stakeholders. Manage the relationships with key stakeholders to ensure implementation of the programs. Ensure effective communication of the work of the chief directorate to key stakeholders. Ensure that there is a coherent system. Chief Directorate Management: Oversee the financial resources and assets of the Chief Directorate. Oversee and manage human resources. Oversee the strategic planning of the unit and execution of the operational and business plan. Oversee the reporting against the Chief Director's business and operational plans.

ENQUIRIES

: Ms U Pitse Tel No: (012) 394 1563 / L Mdashe Tel No: (012) 394 3103 / V Mazibuko Tel No: (012) 394 5608

OTHER POSTS

POST 19/55

: **B-BBEE COMPLIANCE AND ADVOCACY OFFICER REF NO: SID&ET-119 (X3 POSTS)**

This position is being re-advertised with the corrected minimum requirements and duties reflected.

Overview: To facilitate and implement advocacy, education, awareness and capacity building sessions on the services of the Commission and monitor implementation.

**SALARY
CENTRE
REQUIREMENTS**

: R338 106 per annum (Level 07), (Commencing salary)
: Sunnyside, Pretoria
: Mandatory Minimum Requirements: NQF Level 6 qualification in Public Administration or Business Administration/ Social Science/ Economic Science/ Law/ Communication/ Education/ Public Relations. 3-year relevant Experience in Compliance environment. Key Requirements: Stakeholder Management experience. Working knowledge of the B-BBEE Act. Analytical, report writing and presentation skills. Strong verbal and written communication skills. Good time and conflict management abilities.

DUTIES

: Receive, analyse compliance reports submitted in line with Section 13G reporting requirements of the B-BBEE Act and provide feedback to entities: Receive compliance reports from JSE listed companies, organs of state, SETAs verify information and issue acknowledgement letter and provide state of compliance to entities. Maintain records of all e-mail, posted and electronic queries in relation to compliance report submissions in chronological order. Assist to conduct research by collecting, analysing data from compliance reports, and a draft sector report. Gather and analyse data from B-BBEE Certificate Portal system. Facilitate and co-ordinate advocacy, and stakeholder engagements: Inform and advise stakeholders with regards to B-BBEE

implementation, (i.e. meetings, etc.). Provide technical advice on interpretation of B-BBEE legislation, B-BBEE deals, Codes etc. (i.e. telephone, emails, walk-ins, etc.). Facilitate and co-ordinate capacity building and awareness sessions to ensure compliance with the B-BBEE legislation: Implement identified educational interventions (i.e. workshops, exhibitions, etc.) and produce reports. Evaluate workshop survey/ feedback forms. Monitor B-BBEE Implementation: Analyse facts regarding BBBEE stakeholders and provide advice in terms of the provisions of the B-BBEE Act (i.e. conducting site visits, and transaction registration and assessments). Assist with targeted interventions for proper BBBEE implementation. Provide advisory opinion and clarifications to clients. Perform Database Management function: Maintain records of all e-mail, telephonic, posted and electronic queries (e.g. via website) in chronological order. Prepare and submit monthly reports on the number and nature of queries received, resolved and responses provided to clients. Assist with organisational strategy coordination.

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NOTE : In terms of the dtic's EE requirements, preference will be given to African Male, Coloured Female & Male, Indian Female & Male, White Male and persons with disabilities.

POST 19/56 : **B-BBEE INVESTIGATIONS AND ENFORCEMENT OFFICER REF NO: SID&ET-117 (X2 POSTS)**

This position is being re-advertised with the corrected, minimum requirements and duties reflected.

Overview: To perform investigation and enforcement functions to ensure compliance with B-BBEE Act and report on complaints trends.

SALARY : R338 106 per annum (Level 07), (Commencing salary)

CENTRE : Sunnyside, Pretoria

REQUIREMENTS : Mandatory Minimum Requirements: NQF Level 6 qualification in Public Administration or Business Administration/ Economic Science/ Law. 3-years' relevant experience in an investigation and enforcement environment. Key Requirements: Knowledge of the Constitution, PFMA, Treasury Regulations, B-BBEE Act and compliance frameworks. Experience handling, screening and analysing complaints within an enforcement or regulatory environment. Ability to coordinate alternative dispute resolution processes and maintain associated records. Strong written and verbal communication skills, including reporting. Good administrative and organisational skills, including database tracking and monitoring of turnaround times. Ability to work under pressure, travel when required, and work flexible hours as needed. Proficiency in Microsoft Office and complaints handling systems.

DUTIES : Complaints Handling: Handle complaints lodged with the Commission in line with established procedures and processes. Develop and implement fast-track procedures to attend to and resolve client complaints. Review complaints handling systems and provide recommendations for efficiency improvement. Conduct pro-active and reactive investigations and provide a report thereof. Database and Tracking System: Maintain and update the database and tracking system of complaints. Monitor compliance with turnaround times and submit weekly reports on delays. Ensure complainants are informed of reference numbers and progress. Screening and Analysis of Complaints: Implement methodologies for complaint screening and analysis. Categorise complaints and identify those for investigation or referral. Assess complaints for referral to higher authorities or other institutions. Alternative Dispute Resolution: Identify complaints suitable for alternative dispute resolution (ADR). Coordinate and maintain consistency in ADR processes and documentation. Record the number and nature of complaints resolved through ADR. Reporting and Administrative Support: Produce progress reports on work done as required. Perform administrative duties as allocated by the manager.

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