ANNEXURE E

GOVERNMENT COMMUNICATIONS AND INFORMATION SYSTEM

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, 1996 (Act No: 108 of 1996), the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act No: 55 of 1998) and relevant Human Resources 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 Employment Equity targets in terms of the Department's Employment Equity Plan. Suitably qualified People with disabilities will be given preference regardless of Race or Gender.

APPLICATIONS	:	Applicants must submit their applications via the link http://erecruitment.gcis.gov.za or hand deliver applications to Tshedimosetso House, 1035 cnr Francis Baard & Festival streets, Hatfield, Pretoria.
FOR ATTENTION	:	Ms P Kgopyane
CLOSING DATE	:	23 November 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 The old prescribed application or employment form Z83 was withdrawn with effect from 31 December 2020.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. 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 Qualification Authority (SAQA). Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an integrity (ethical conduct) assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. Correspondence will be limited to short-listed 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 enter into 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, 2013 (POPIA), for your personal information which you provide to the Government Communication and Information System ("GCIS") being processed by the GCIS and its employees, agents, cabinet committees, and sub-contractors for recruitment purposes, in accordance with the Protection of Personal Information Act.

MANAGEMENT ECHELON

POST 40/24	:	**PROVINCIAL DIRECTOR: NORTHERN CAPE PROVINCIAL OFFICE REF NO: 3/1/5/1-26/32** Chief Directorate: Provincial and Local Liaison
SALARY	:	R1 317 384 per annum (Level 13), (an all-inclusive package), of which 70% will be basic salary and 30% may be structured according to an individual's needs.
CENTRE	:	Northern Cape
REQUIREMENTS	:	An appropriate Bachelor's Degree (NQF level 7 as recognised by SAQA) in Communication / Media Studies / Journalism / Public Relations / Development

Communication or related (NQF Level 7) qualification, majoring in Communication / Media Studies/ Journalism/ Public Relations / Development Communication. Successful completion of the Public Service Senior 44 Management Leadership Programme (Nyukela certificate) as endorsed by the National School of Government is a pre-requisite for appointment. Must have a valid driver's license and be computer literate. At least five (5) years' experience at middle/senior management level with extensive experience in and knowledge of development communication, proven leadership capabilities, and sound interpersonal and project management skills. Extensive experience in coordinating multi-stakeholders and inter-governmental multi-media communication campaigns. Knowledge: Comprehensive knowledge of the Northern Cape Province, including socio-economic and development dynamics as well of the communication footprint and dynamics of the province, including also at municipal level. Sound knowledge of the Public Finance Management Act. Must have a valid driver's license and be computer literate. Required Core Competencies: Strategic Capacity and Leadership, People Management and Empowerment, Financial Management, Change Management, Programme and Project Management.

DUTIES : The successful candidate will be responsible for providing strategic leadership and management to the GCIS Provincial Directorate in the Northern Cape Province particularly in support of the provincial communication system headed by the Office of the Premier. Deliver communication campaigns in line with the National Communication Strategic Framework and the Medium-Term Development Plan (MTDP), and the Provincial MTDP and communication programme. Advocate for the application of the Norms and Standards of Government Communications amongst the communication system in the province and lend support to the Local Government Communication System. Develop and maintain communication partnerships and networks with provincial stakeholders from Government and Civil Society. Participate actively in all communications forums in the province and provide strategic direction on government communication in such forums and when urgent or rapid communication is concerned, to protect and enhance the reputation of government. Operate an effective, and compliant government communication organisation. Identify and review strategic risks, oversee and manage the implementation mitigation plans. Participate in the audit planning process and manage responses to audit queries.

ENQUIRIES : Mr Ndlelantle Pinyana Tel No: (012) 473 0188

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/trainingcourse/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 relevant Chief Director within three months from the date of assumption of duty and obtain a Top-Secret security clearance. Note: All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. Please detail courses passed in the CV as per the academic transcript. Suitably qualified People with disabilities will be given preference regardless of Race or Gender.

POST 40/25 : **DIRECTOR: FINANCIAL MANAGEMENT REF NO: 3/1/5/1-26/33**
Chief Directorate: Office of the Chief Financial Officer

SALARY : R1 317 384 per annum (Level 13), (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 7 as recognised by SAQA) in Financial Management, Accounting, Auditing, Economics / Financial Economics, Statistics or an equivalent qualification, majoring in Financial Management, Accounting, Auditing, Economics / Financial Economics / Statistics. Successful completion of the Public Service Senior Management Leadership Programme (Nyukela certificate) as endorsed by the National

School of Government is a pre-requisite for appointment. At least five (5) years' extensive middle / senior management level experience in managing and facilitating the provision of financial management services in the department. The incumbent must have extensive understanding of the public sector financial statements and budget and project cycles, and managing the provision of public finance support services. Provide guidance and inputs on the formulation and implementation of budget policy for the MTEF budget process. Monitor, evaluation and analysing departments' spending of the approved budget. Ensure value for money in terms of strategic resourcing. Provide guidance on the formulation and implementation of the adjustment budget. Proven leadership capabilities, people management and sound interpersonal and project management skills. Must have a valid driver's license and be computer literate. Core Competencies: Strategic Capacity and Leadership, People Management and Empowerment, Financial Management, Change Management, Programme and Project Management.

DUTIES : The successful candidate will be responsible to provide effective, efficient and compliant financial management services, develop and monitor the implementation of financial administration and accounting, policies, systems and processes. Provide management accounting services and monitor and report on expenditure trends. Monitor and report on expenditure trends and compilation of financial statements. Identify, manage and implement risk and risk mitigation plans for the achievement of GCIS objectives. Develop financial reports with internal and external stakeholders. Manage relations with National Treasury and the Auditor-General. Manage expenditure trends and all financial matters. Oversee the process of reviewing departmental financial policies and ensure compliance with the PFMA, Treasury Regulations and related prescripts. Monitor the issuing of guidelines by National Treasury. Ensure timely settlement of contractual obligations, payment of invoices and quarterly tranches to Public Entities in line with the prescribed period as outline in PFMA, Treasury Regulations and cashflow projections. Oversee the monitoring, clearance and reconciliation of ledger accounts and ensure financial reports are compiled and submitted to the relevant forum. Oversee the processes of the annual budget cycle and ensure all deadlines are met. Oversee operational and personnel costing. Provide statistical reports on expenditure trends against the budget. Report projected under/overspending against the budget to relevant structures. Report proposed funding of ad-hoc activities and proposed virement to fund projected over expenditure. Oversee and review the IYM Report and submit to relevant structures in line with the PFMA. Identify and review strategic risks, oversee and manage the implementation mitigation plans. Participate in the audit planning process and manage responses to audit queries. Oversee the drafting and submission of accurate interim and annual financial statements. Serve as the link between the department and Auditor-General during audit processes and arrange Audit Steering Committee meetings. Ensure that amendments to the financial statements, updates of the Modified Cash Standards and Accounting Manual for Departments are implemented on the GCIS financial statements and accounting processes. Oversee the functions of the BAS System Controller and review reports. Effective management of staff, expose staff to development opportunities and ensure timeous submission of performance agreements and assessments Ensure prudent financial management of the directorate's resources. Facilitate monthly Financial Control Forum meetings with Finance staff. Identify, manage and implement risk and risk mitigation plans for the achievement of GCIS objectives. When the need arise, the incumbent may be requested to act as Chief Financial Officer in the absence of the Chief Financial Officer.

ENQUIRIES : Mr Paul Kwerane Tel No: (012) 473 0407

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/trainingcourse/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 relevant Chief Director within three months from the date of assumption of duty and obtain a Top-Secret security clearance. Note: All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a

maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. Please detail courses passed in the CV as per the academic transcript. Suitably qualified People with disabilities will be given preference regardless of Race or Gender.

OTHER POSTS

POST 40/26 : **CASUAL WORKER: STRATEGY AND ORGANISATIONAL PERFORMANCE REF NO: 3/1/5/1-26/34**
Chief Directorate: Strategy and Organisational Performance

SALARY : Hourly rate of R156,40 for a maximum of twenty-four (24) hours per month
CENTRE : Pretoria
REQUIREMENTS : Applicants should be in possession of an appropriate National Diploma (NQF level 6) or Degree (NQF level 7) in Public Management or Administration. No Experience required. Ability to work independently without close supervision. Ability to handle multiple tasks simultaneously and able to work under pressure. The incumbent should be self-driven, creative, innovative, flexible and highly motivated. Excellent co-ordination skills. Ability to work in a team. Client service orientated. Have initiative and pay close attention to detail. Knowledge of the Microsoft packages, i.e. MS word, MS Excel as well as Ms Outlook.
DUTIES : The successful candidate will be responsible for assisting in Coordinating the development of the Annual Performance Plan (APP) and Annual Operational Plan (AOP);Coordinating the development of the Standard Operating Procedures (SOPs), Service Delivery Mode (SDM) and Service Delivery Improvement Plan (SDIP).verification and analysis of reports (i.e. monthly, quarterly, annual, mid-term and end term reports);development and completion of verification and analysis working papers; capturing of APP and AOP into Organisational Performance and Management System (OPMS); capturing of APP into electronic Quarterly Performance Reporting System (eQPRS); and administration of OPMS. In line with the Directive on the Professionalisation of Human Resource Management and Development in Public Service, all shortlisted candidates will undertake a pre-entry practical exercise as part of the assessment method to determine their suitability based on the technical and generic requirements of the post. Selection panels shall score both technical exercises as an additional criterion in the interview process. Please detail courses passed in the CV as per the academic transcript.
ENQUIRIES : Ms Nomkhosi Peter Tel No: (012) 473 0339

POST 40/27 : **CASUAL WORKER: STRATEGY AND ORGANISATIONAL PERFORMANCE REF NO: 3/1/5/1-26/35**
Chief Directorate: Strategy and Organisational Performance

SALARY : Hourly rate of R156,40 for a maximum of twenty-four (24) hours per month
CENTRE : Pretoria
REQUIREMENTS : Applicants should be in possession of an appropriate National Diploma (NQF level 6) or Degree (NQF level 7) in Public Management or Administration. No Experience required. Ability to work independently without close supervision. Ability to handle multiple tasks simultaneously and able to work under pressure. The incumbent should be self-driven, creative, innovative, flexible and highly motivated. Excellent co-ordination skills. Ability to work in a team. Client service orientated. Have initiative and pay close attention to detail. Knowledge of the Microsoft packages, i.e. MS word, MS Excel as well as Ms Outlook.
DUTIES : The successful candidate will be responsible verification and analysis of reports (i.e. monthly, quarterly, annual, mid-term and end term reports), development and completion of verification and analysis working papers, capturing of APP and AOPs into Organisational Performance and Management System (OPMS), capturing of APP into electronic Quarterly Performance Reporting System (eQPRS); and administration of OPMS. In line with the Directive on the Professionalisation of Human Resource Management and Development in Public Service, all shortlisted candidates will undertake a pre-entry practical exercise as part of the assessment method to determine their suitability based on the technical and generic requirements of the post. Selection panels shall score both technical exercises as an additional criterion

in the interview process. Please detail courses passed in the CV as per the academic transcript.

ENQUIRIES : Ms Nomkhosi Peter Tel No: (012) 473 0339