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Department:
Trade, Industry and Competition
REPUBLIC OF SOUTH AFRICA

Consumer and Corporate Regulation Branch (CCRB)

Chief Director: Regulatory Policy and Legislation

All-inclusive remuneration package of R1 269,951.00 per annum,

Ref: (CCRB - 038)

Overview: To provide strategic direction, development and implementation of Regulatory Policy and Legislation.

Mandatory requirements: An undergraduate qualification (NQF Level 7) in Economics or Law or related studies • 5 years' relevant senior managerial experience in Law or Economics environment.

Skills / Knowledge: Experience in development, implementation and review of policies and legislation related to consumer and corporate regulation. Experience in the management of research and policy formulation. Experience in organisational strategic planning, performance and financial management, monitoring and evaluation. Experience in stakeholder management, people management, project management, strategic capability and leadership. Negotiation skills, research skills, presentation skills, communication skills (verbal and written), interpersonal skills, planning and organising skills, mentoring and coaching. Knowledge and understanding of Public Service Regulations, Public Service Act, Public Finance Management Act and Treasury Regulations. Knowledge and understanding of economic policy, in particular competitiveness and regulatory issues. Knowledge and understanding of monitoring and evaluation methods, tools and techniques. Knowledge and understanding of business and management principles involved in strategic planning, resource allocation, human resources modelling, leadership technique, production methods, and coordination of people and resources. Computer literacy, knowledge and understanding of key legislation applicable to public entities and **the dtic**.

Duties: Oversee the identification, development and review of policies and legislation related to consumer and corporate regulations: Manage and monitor the identification, development and review of regulatory policies and Legislation. Identify, contract and manage resources required for the implementation of projects related to development and review of regulatory policies and legislation. Evaluate the success of projects and prepare projects implementation review reports. Oversee the management of policy implementation: Develop the strategic focus and policy direction for the management of implementation of policies. Identify, research and manage the development of strategic issues, policies and legislative reviews. Manage stakeholder's enquiries and litigation related enquiries. Identify, contract and manage resources and other partners to assist with processes. Oversee and monitor the development of inputs and position papers for domestic and international policy processes: Identify, research and manage the preparation of policy inputs for domestic and international policy processes. Contract and manage resources to assist with the preparation of policy positions. Prepare the dtic positions on policies and legislation of other government departments. Represent the dtic at intergovernmental working groups and at public events. Manage the preparation of responses to Parliamentary and other questions. Oversee the legislative drafting and consultation: Identify and research policy and legal issues. Prepare drafting memoranda and policy papers. Oversee facilitation of legislative drafting process and provide guidance to the drafters. Conduct consultation workshops and sessions with stakeholders on policy and legislative matters. Manage all approval processes, including ministerial and Cabinet approvals. Oversee the effective implementation of policies and strategies: Manage the project and implementations plans. Coordinate the implementation in line with plans. Monitor and evaluate the implementation plan. Manage and improve the implementation plan. Chief Directorate Management: Oversee the financial resource and assets of the Chief Directorate. Oversee and manage human resources (staff/ personnel). Oversee the strategic planning of the unit and execution of the operational and business plan. Oversee the reporting against Chief Directorate business and operational plans.

Spatial Industrial Development and Economic Transformation (SID&ETB)

Chief Director: Spatial Industrial Development **All-inclusive remuneration package of R1 269,951.00 per annum,** **Ref: (SID&ETB-003)**

Overview: To provide strategic and operational support to the Deputy Director- General SID & ET with regard to the implementation of organizational strategies to ensure effective and efficient operations of the dtic.

Mandatory requirements: An undergraduate qualification (NQF Level 7) in Economics /Finance / Business Admin / Public Management • 5 years' relevant senior managerial experience in a Business Administration and/or Operational Management environment.

Skills/Knowledge: Experience in business administration and operations or general management. Experience in organisational strategic planning, performance and financial management, monitoring and evaluation as well as reporting. Experience in risk management, stakeholder management, people management, project management, strategic capability and leadership. Research skills, presentation skills, communication skills (verbal and written), interpersonal skills, planning and organising skills, mentoring and coaching. Knowledge and understanding of Public Service Regulations, Public Service Act, Public Finance Management Act and Treasury Regulations. Proficient in MS Office Packages.

Duties: Provide strategic direction on the development, management and monitoring of Spatial Industrial Development framework i.e policies, programmes and strategies; Provide guidance on the envisaged integration of Spatial Industrial Development (SID) and Economic Transformation tools i.e Special Economic Zones, Industrial Parks and Township Economic Development, BBBEE, Black Industrialist Programme. Provide strategic direction on the development, management and monitoring of Economic Transformation. Represent the Deputy Director General at various forums eg, Exbo. Represent the branch at committee such as: Audit committee, Bid Adjudication Committee, Opscom, Risk, OHS, ICT steering committee, Transformation committee member. Provide support and inputs into the Departmental Medium-Term Strategic Framework (MTSF) and Annual Operational Plan (APP) of the Department Stakeholder Management. Oversee the implementation of special projects and SLA's relating to establishment of agencies. Manage and oversee the process of budgeting and budget transfers to agencies. Manage and oversee service delivery in all areas of the Branch.

Chief Director: Economic Infrastructure & Logistics **All-inclusive remuneration package of R1 269,951.00 per annum,** **Ref: (SID&ETB-026)**

Overview: To provide strategic leadership and guidance in the designing and implementation of policies, programmes and strategies for economic infrastructure and logistics along various economic development corridors, Townships and Districts.

Mandatory requirements: An undergraduate qualification (NQF Level 7) in Economics/ Development Studies/ Business Development/Logistics or related studies • 5 years' relevant senior managerial experience in Entrepreneurship and Business Development environment.

Skills/Knowledge: Experience in the design, development and implementation of organisational processes and systems, strategies, policies, projects and programmes. Experience in Economic Infrastructure and Logistics. Experience in organisational strategic planning, performance and financial management, monitoring and evaluation. Experience in risk management, stakeholder management, people management, project management, strategic capability and leadership. Research skills, presentation skills, communication skills (verbal and written), interpersonal skills, planning and organising skills, mentoring and coaching. Knowledge and understanding of Public Service Regulations, Public Service Act, Public Finance Management Act, Employment Equity Act, Skills Development Act, B-BBEE Act and Treasury Regulations. Proficient in MS Office Packages.

Duties: Identification and implementation of catalytic projects in all 52 districts. Coordination of the dtic' s work in all districts; Participate and Coordinate District Development Model Initiatives on behalf of the dtic; Compile annual reports classifying the work of the dtic at District

level work across 52 Districts/Metros; Compile annual reports identifying private sector industrial nodes at District level; Compile annual reports identifying and facilitating localisation opportunities for Districts, Support to small scale and medium sized industrial development initiatives in townships and rural areas; Play an oversight role in the development of implementation programmes and strategies. Oversee the development of Infrastructure for Local Economic Development. Lead the assessment process of demand and supply for the Economic Infrastructure and Logistics services. Implement SDIP standards of reporting and report into top management, portfolio committee, EXBO, ICTs cluster and NEDLAC. Present a consolidated report on the status of Economic Infrastructure and Logistics in the country. Present reports on Infrastructure Investment, regulatory reform and logistics efficiency on Foreign Direct Investments (FDIs). Provide guidance and direction in reporting on the state of SA's infrastructure and logistics networks and trade policy. Partner with strategic entities in the area for annual analysis for priority Sectors i.e Council for Scientific Industrial Research (CSIR), Development Bank of Southern Africa, Transnet, etc. Report on site visits conducted for Economic Infrastructure and Logistics projects. Provide guidance and direction in the analysis and identification of economic infrastructure opportunities within the rail, energy sector. Oversee the development of a database for South African and International players on Infrastructure. Guide the provision of Freight Logistics analysis and support to priority Sectors and sector Master Plans. Oversee the logistics constraints analysis for enterprise growth. Provide guidance in the establishment of Centres of Excellence for Logistics. Provide strategic guidance in the packaging of the dtic offerings within the context of economic infrastructure and logistics. Guide the development of a database for North Africa in order to create awareness Promote the Infrastructure investment in the continent. Guide the development of a framework for economic infrastructure and logistics projects. Review, amend and align SDIPs with business plans within timelines. Intervene on Economic Infrastructure and Logistics projects as problems may arise. Build stakeholder and planning relationships with infrastructure and logistics providers, at a regional and provincial level as well as with state owned entities. Oversee the effective and efficient operation of the Chief Directorate.

Trade Policy, Negotiations and Cooperation (TPN&C)

Chief Director: Bilateral Trade Relations (Rest of World)

**All-inclusive remuneration package of R1 269,951.00 per annum,
Ref: (TPN&C-030)**

Overview: To promote economic relations and bilateral policy development with countries in America, Europe, Asia and the Middle East on a bilateral/ regional basis.

Mandatory requirements: An undergraduate qualification (NQF Level 7) in Economics/ International Relations or International Law with an Economics focus. • 5 years relevant senior managerial experience in Economics/International Relations or International Law environment.

Skills/Knowledge: Experience in research, negotiations, economic relations and bilateral policy development as well as analysis thereof. Understanding of economic policy, especially trade and industrial policy development and economic regulation. Experience in organisational strategic planning, performance and financial management, monitoring and evaluation. Experience in stakeholder management, people management, project management, strategic capability and leadership. Negotiation skills, research skills, presentation skills, communication skills (verbal and written), interpersonal skills, planning and organising skills, mentoring and coaching. Knowledge and understanding of Public Service Regulations, Public Service Act, Public Finance Management Act and Treasury Regulations. Computer literacy, knowledge and understanding of key legislation applicable to public entities and **the dtic**.

Duties: Research and Policy formulation management: Research and compile strong analytical documents assessing trade, investment and the potential for South Africa to develop cooperative arrangements with targeted countries in industrial development, small enterprise development, among others, leveraging on the economic strengths of the designated country. Oversee the development by Directorates of regional and country strategies that delineate specific objectives to be realized in the promotion of South Africa's high value-added exports, the promotion of investments towards South Africa as well as in advancing other key economic interests of South Africa. Have detailed economic knowledge of key regions that come under the scope of the work in particular, the Americas, Europe, the Middle East and Asia. Develop, communicate and implement relevant trade policies in line with Branch's global economic strategy. Customer and Stakeholder management: Ensure broad-based consultations at Chief Directorate, Branch, Departmental, intragovernmental levels where necessary. Establish and maintain close working

relations with Internal and External Stakeholders. Consult Nedlac, BUSA, Export Councils, DTIC agencies in work areas wherein there may be shared interest and maintain good working relations. Prepare precise, accurate briefing documents for political principles (Minister, Parliament) as well as for business and labour interests as necessary. Strengthen bilateral trade relations in support of the trade and investment South Africa: Provide Strategic oversight on: Preparations to utilize Government-to-Government relations and cooperation agreements as mechanisms to advance mutually beneficial relations. Preparations to develop partnerships to promote South Africa's economic growth and development through effective planning and preparations of bilateral relations forums such as BNCs, JMCs and JBCs. Preparations for the negotiating and signing of bilateral economic cooperation agreements and MOUs with targeted countries. Ensure effective utilization of Bi-National Forums: Oversee the planning and preparations for establishment and participation in bi-national platforms in line with government priorities. Ensure that joint action plans with partner country are implemented. Develop progress reports on bilateral fora indicating status in the implementation of joint cooperative work with partner country and providing recommendations for new work areas to be taken up with the country in pursuance of South Africa's interest. Negotiations: Ensure negotiations are undertaken to strengthen overall bilateral relations. Develop memoranda to facilitate a Department or Ministerial decisions whether or not to enter into trade negotiations. Study non-tariff measures associated with the partner country to consider what potential impact they may have on the market access negotiations. Prepare relevant documentation for Cabinet endorsement and Parliamentary ratification. Ensure opportunities arising from agreements are communicated to relevant constituencies. Chief Directorate Management: Oversee the effective and efficient operation of the Chief Directorate. Manage the budget of human Resources of the Chief Directorate. Facilitate and ensure the development of a conducive culture and working environment in the Chief Directorate. Contribute towards the effective strategic planning and management of the Branch. Align the Bilateral Trade Relations (Rest of World) work programme with other Chief Directorate's work programme. Monitor and evaluate implementation of the bilateral trade relations work programme. Provide regular reports and updates (oral and written) to the DDG on the work programme of the Chief Directorate.

Note: Shortlisted candidates will be subjected to a technical exercise and the selection panel for SMS positions will further recommend candidates to attend a generic managerial competency-based assessment. Background verification, social media checks and security vetting will form part of the selection process and successful candidates will be subjected to security vetting. The Senior Management Pre-Entry Programme (Nyukela Programme) as endorsed by the National School of Government (NSG) must be completed before an appointment can be considered. Proof of enrolment will be required upon shortlisting. 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/>. 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).

Applications can be submitted: Via e-mail to applications@thedtic.gov.za (Ref no. should appear in subject-line), by post to the Registry Office, The Department of Trade Industry and Competition, Private Bag x84, Pretoria, 0001; Hand-delivered to the dtic Campus, corner of Meintjies and Robert Sobukwe Streets, Sunnyside, Pretoria. The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za, and a detailed Curriculum Vitae. Certified copies of qualifications and Identity Document or any other relevant documents to be submitted by only shortlisted candidates to HR on or before the day of the interview date. **the dtic reserves the right not to fill any advertised position(s).**

For enquiries regarding applications, contact the Recruitment Office, tel. (012) 394-1809/1835

Closing date: 15 August 2022
Late applications will not be considered.

We welcome applications from
all persons with disabilities.