



the dtic

Department:
Trade, Industry and Competition
REPUBLIC OF SOUTH AFRICA

OFFICE OF THE DIRECTOR - GENERAL

Director: Public Entity Oversight

All-inclusive remuneration package of R 1 105, 383.00 per annum
Ref: (ODG - 070)

Overview: To manage the public entity oversight function within the dtic.

Mandatory requirements: An undergraduate qualification (NQF Level 7) in Business Management/ Public Management / Economics/Law • 5 years' relevant middle/senior managerial experience in Public Entity Oversight.

Skills/Knowledge: Experience in entity oversight and government planning and reporting mechanisms. Experience in organisational strategic planning, performance, financial management, research, and planning. Experience in performance management, monitoring, and evaluation, stakeholder management, people management, project management, strategic capability, and leadership. Research and analytical 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 key legislation applicable to public entities and the dtic. Proficient in MS Packages.

Duties: Develop and implement policies, procedures, models, and systems to enhance effective entity oversight. Ensure strategic alignment of priorities between the department and entities. Ensure that entities' plans are prepared in accordance with legislative prescripts. Ensure alignment of entities' plans and reports. Initiate trends for good governance practices in the Public Entities. Advise the Executive Authority on governance matters relating to Public Entities. Facilitate the conclusion and signing of shareholder compact/SLA between Executive Authority and Entities and monitor the implementation process. Develop entities' governance and regulatory compliance framework. Coordinate the appointment of members of the boards. Evaluate Strategic Plans / Annual Performance Plans and establish plan indicators for the Public Entities reporting to Executive Authority. Analysis of Public entities' quarterly reports and their expenditure trends. Monitor financial management and performance in public entities in terms of PFMA and Treasury Regulation. Review Annual Reports of Public Entities reporting to the Executive Authority. Oversee and monitor the performance of entities in line with the set objectives and programme. Coordinate the process for amendment, approval, and tabling of the strategic plans, annual performance plans, and annual reports. Facilitate stakeholder interface, including meetings between the department and the entities as well as meetings between Executive Authority and the Boards.

SPATIAL INDUSTRIAL DEVELOPMENT AND ECONOMIC TRANSFORMATION

Deputy Director: BEE Advisory Council

All-inclusive remuneration package of R 902,502.00 per annum
Ref: (SID&ET - 012)

Overview: To manage, monitor and provide secretarial support to the B-BBEE Advisory Council.

Mandatory requirements: A three-year National Diploma / B Degree in Business Administration / Public Management • 3 – 5 years' relevant managerial experience in a Transformation and/or Social Development environment.

Skills/Knowledge: Experience in Social development and transformation. Experience in secretariat for BEE advisory council and administration. Experience in report writing, conducting research, stakeholder management, people management, financial management, project management, strategic capability and leadership. Communication skills, interpersonal skills, planning and organising skills and time management skills. Knowledge and understanding of Public Service Act, Public Service Regulations, Treasury Regulations and Public Finance Management Act. Proficient in MS Office packages.

Duties: Provide secretariat support and administrative services to Presidential BEE Advisory Council. Manage workshops, conferences and road shows for Sub Committees and Presidential Advisory Council. Manage the correspondence and communication to and from the councils. Manage the appointment of Sub-Committee members of the council. Develop and implement communication strategy for the Presidential Advisory Council. Collate and analyse B-BBEE information of reporting to Presidential

Advisory Council. Contribute in overall monitoring and evaluation of B-BBEE. Conduct B-BBEE research on the Codes of Good Practice to review progress in achieving B-BBEE for the public and private sectors. Manage correspondence from Advisory Council. Carry out any request for and on behalf of the Presidential Advisory Council and all its Sub-Committees. Monitor financial resource and

Deputy Director: Procurement Transformation and Verification

All-inclusive remuneration package of R 902,502.00 per annum

Ref: (SID&ET - 020)

Overview: To manage the development and implementation of policies and strategies for Broad-Based Economic Empowerment (B-BBEE) Procurement Transformation and Verification Systems.

Mandatory requirements: A three-year National Diploma / B Degree in Economics / Business Management • 3-5 years' relevant managerial experience in a Broad Based Black Economic Empowerment policies and strategies environment.

Skills/Knowledge: Experience in the development and implementation of policies and strategies. Experience in stakeholder management, monitoring and evaluation, people management, project management, reporting, research and analysis. Knowledge and understanding of the B-BBEE verification Framework, B-BBEE Strategy, Act, Codes and Regulations. Strategic capability and leadership skills, communication skills (verbal and written), analytical skills, presentation skills, organisational planning and customer focus. Knowledge and understanding of PFMA, Treasury Regulations, Public Service Act, Employment Equity Act, Skills Development Act, B-BBEE Act, PPPFA and Regulations. Proficient in MS Office packages.

Duties: Stakeholder Management: Facilitate and managing complaints against SANAS accredited B-BBEE Verification Agencies. Manage the compilation and update of the SANAS accredited Verification Agencies complaints register. Consolidate reports for on the performance of the accreditation and verification process. Provide technical support, secretarial function and facilitate the implementation of BBEE MDP Steer committee and verification of the Joint Technical Committee. Conduct presentations on the Preferential Procurement Regulations. Provide training and advocacy on BBEE / Provision. Provide secretariat functions for implementation of the signed MOU between **the dtic** and SOEPF. Reporting: Generate quarterly reports on the performance of verification Industry; Approved Registered Auditors and Accredited Verification Agencies. Produce quarterly reports on the performance of B-BBEE verification industry to Advisory Council Sub-Committee for consideration and recommendations. Prepare the SOEPF report's for the Directorate. Provide support in the approved transition phase of SANAS accredited Verification agencies to IRBA the regulator of the verification industry. Research and analysis: Conduct and impact analysis of advocacy and communication of the PPPFA in relation to B-BBEE to relevant stakeholders. Analyse the relationship between BEE Unit and SOEPF and monitor the impact of the MoU signed between **the dtic** and SOEPF. Policy Development: Develop and review policies Broad-Based Economic Empowerment, Codes of Good Practice, PPPFA overlies process to align with B-BBEE. Manage and support the Industrial Policy Action Plan processes in relation to the principals for approval. Capacitate and regulate the industry with regulatory body of Auditors. Manage the research strategies for alignment of the PPPFA to advance the objectives of B-BBEE ACT and the Codes of Good Practice. Manage the research strategies for alignment of the PPPFA to advance the objectives of B-BBEE ACT and the Codes of Good Practice. Sub Directorate Management: Monitor financial resource and assets of the unit. Manage the Staff. Provide inputs in to the strategic planning of the unit and execution of the operational plan. Monitoring and Evaluation: Continuously measure, benchmark and improve processes and procedures to ensure efficiency and effectiveness. Provide support in continues Monitoring and evaluation in the verification industry.

Deputy Director: Regional Industrial Development

All-inclusive remuneration package of R 902,502.00 per annum

Ref: (SID&ET - 039)

Overview: To facilitate implementation of regional industrial clusters and value chains and to manage the development of policies and strategies for the implementation of regional development.

Mandatory requirements: A three-year National Diploma / B Degree in Economics / Development Studies • 3 – 5 years' relevant managerial experience in an Economic Development environment.

Skills/Knowledge: Experience in Regional Industrial Cluster. Experience in implementing regional Industrial development programmes and implementation strategies. Experience in conducting research and feasibility studies on the identified regional industrial clusters and value chains. Manage integrated planning of agencies in line with **the dtic's** agencies mandate. Experience in monitoring and evaluation, conducting research, stakeholder management, people management, financial management, project management, strategic capability and leadership. Communication skills, interpersonal skills, planning and organising skills and time management skills. Knowledge and understanding of Regional Industrial Development Legislative Framework, Public Service Act, Public Service Regulations, Treasury Regulations and Public Finance Management Act. Proficient in MS Office packages.

Duties: Conduct research and feasibility studies on the identified regional industrial clusters and value chains Analyse and research of information on project clusters and value chains. Conduct research on the international best practices on the cluster development of implementation strategies. Manage the identification of training gaps and needs per region. Facilitate the management of regional industrial clusters and value chain in order to develop targeted industrial capabilities in the Regions. Coordinate and mobilise business development support as well as other inputs and resources required to implement strategic projects per Region. Manage the appointment of a panel of Service Providers for the procurement of professional services. Manage the SLA with the service providers Identify and analyse strategic stakeholders in the region. Manage the compilation of the reports on strategic areas of operation for relevant stakeholders. Monitor and evaluate programmes and projects. Generate quarterly reports on the performance of Regional Industrial Development and Cluster initiatives. Monitor and make recommendations to the budget. Manage the operational plan of the sub 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. 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. 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 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.

To apply or view full details of the above-mentioned position, please go to:

<http://www.thedtic.gov.za/careers>

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 www.thedtic.gov.za (Careers), 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: 12 December 2022

**the dtic welcomes applications
from all persons with disabilities.**