

DEPARTMENT OF TRADE INDUSTRY AND COMPETITION

- APPLICATIONS** : can be submitted: Via e-mail to dticapplications@tianaconsulting.co.za (Ref no. should appear in subject-line), by post to The Director, Tiana Business Consulting Services (Pty) Ltd, PO Box 31821, Braamfontein, 2017; Hand-delivered to the dtic Campus, corner of Meintjies and Robert Sobukwe Streets, Sunnyside, Pretoria.
- CLOSING DATE** : 22 September 2023
- NOTE** : 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 are to be submitted by **only** shortlisted candidates to HR on or before the day of the interview date. Shortlisted candidates will be subjected to a technical exercise and the selection panel for the SMS position 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. 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. Background verification, social media checks, and security vetting will form part of the selection process and successful candidates will be subjected to security vetting. 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 affirmative action employer. The dtic is at the forefront of government's efforts to drive growth and transformation in the South African economy. This is an exciting opportunity for an experienced, dynamic leader, to join the leadership team that is expected to lead and support the dtic's efforts to deliver on 45 deliverables, as laid out in the Department's Annual Performance Plan: <http://www.thedtic.gov.za/wp-content/uploads/the-dtic-APP-2023-24.pdf>

MANAGEMENT ECHELON

- POST 32/80** : **DEPUTY DIRECTOR - GENERAL: DEPARTMENTAL OPERATIONS REF NO: ODG - 047**
- SALARY** : R1 663 581 per annum (Level 15), (all-inclusive remuneration package)
- CENTRE** : Pretoria
- REQUIREMENTS** : 8-10 years relevant Senior or Executive Management experience in the private sector or government; An undergraduate and postgraduate (NQF Level 8) qualification in Economics, Finance, Business Admin, Public Management or related field. Demonstrated leadership in effective implementation, with knowledge of the core issues in the Department's mandate and knowledge of relevant Government legislation, policies and priorities. Be conversant with the structure and operation of the Public Sector. Good interpersonal, problem-solving, teamwork and networking skills.
- DUTIES** : The Department has a number of programmes, covering trade policy, export promotion, investment and SEZs, incentive administration, competition and

transformation, consumer and corporate regulation, sector policies and industrial masterplans, research and administration. The responsibilities with this post are to develop and oversee the implementation of action plans for the departmental strategic plan, ensuring alignment across the different parts of the dtic and with the Medium-Term Strategic Framework. In addition: Align the department's operational strategy with policies. Implement a strong monitoring and review system, introduce corrective measures, and facilitate performance review sessions. Ensure the dtic has effective, efficient and transparent systems and frameworks for effective risk and entity management particularly governance, engagement, planning, monitoring, and reporting. Lead institutional transformation projects, championing institutional change within the department to achieve its mandate. Establish internal and external communication systems, enhancing branding and media relations. Manage the human and financial resources and assets of the business unit.

ENQUIRIES : Should you have enquiries or experience any problem submitting your application contact the Recruitment Office Tel No: (012) 394 1310

POST 32/81 : **SENIOR SPECIALIST: RAIL AND ROAD LOGISTICS REF NO: RESEARCH – A100**
(12 months contract)

Overview: To provide specialist advice to strengthen the dtic's ability to engage on domestic rail and road challenges including efficiency, reliability, user costs, servicing of under-developed regions, infrastructure expansion, and servicing of sector-specific requirements.

SALARY CENTRE REQUIREMENTS : R1 371 558 per annum (Level 14), (all-inclusive remuneration package)
: Pretoria

: Post-graduate or Masters qualification in any of the following: engineering; transport policy; international logistics; road or rail policy; logistics; or economic policy-related fields. Five years' relevant senior managerial experience in transport policy; logistics; transport economic regulation; or economic policy development
Skills/Knowledge: Proven experience in policy development, strategic planning, and analysis, preferably within the rail, road, transport or logistics sectors. Strong analytical skills, with the ability to translate complex data into actionable insights. Demonstrated experience in forecasting demand and supply trends. Adept at building and maintaining relationships across various levels of government and industry. Strong leadership skills and the ability to work effectively in interdisciplinary teams. Extensive experience in international policy analysis and assessment, with a strong understanding of rail and road policy, logistics systems, infrastructure, and markets. Proven ability to track global policy trends and translate them into actionable strategies and interventions to enhance South Africa's position in the international trade landscape. Proficiency in producing both quantitative and qualitative analysis, including demand and supply forecasts, benchmarking, and vulnerability assessments. Demonstrated success in cultivating and managing strategic relationships with diverse stakeholders, fostering partnerships, and participating in intergovernmental collaborations. Communication skills (verbal & written), research and analytical skills, negotiation skills, project management skills, interpersonal skills, planning and organising skills & time management skills. Knowledge and understanding of key legislation applicable to public entities and the dtic. Proficient in MS Packages.

DUTIES : Policy Development, Strategy and Advice: Track, analyse, and assess international policy trends, translating their implications for South Africa into actionable mitigation or support measures. Lead the development of dtic's policy stance on the restructuring, expansion and operation of rail and road logistics systems, markets, and infrastructure. Provide high-level guidance for policy interventions that boost the global competitiveness of manufacturing, mining, and agricultural sectors. Produce comprehensive quantitative and qualitative analysis of South and Southern Africa's rail and road logistics systems, infrastructure, markets, efficiency, and growth potential. Offer strategic policy advice to enhance the efficiency and cost-effectiveness of SA's rail and road infrastructure, system and markets. Monitoring and Reporting: Prepare regular monthly, quarterly, and annual reports on port logistics, infrastructure, market trends, and growth potential. Stay current with developments in rail, road and transport policy, identifying opportunities for

efficiency measures, growth, and potential challenges. Deliver quantitative reports benchmarking South Africa's rail and road logistics infrastructure and system against international comparators. Provide qualitative reports identifying vulnerabilities, challenges, and growth opportunities within the rail and road logistics system. Demand and Growth Forecasting: Develop scenarios for SA rail and road market, infrastructure expansion, system optimisation, growth opportunities, risks and threats along with potential mitigation measures. Provide accurate demand and supply forecasts for rail and road usage to inform planning and decision-making. Stakeholder Management: Build and nurture strong relationships with key stakeholders crucial to the success of rail and road policy. Foster partnerships and enhance communication with stakeholders to ensure alignment and collaboration. Contribute actively to interdepartmental and intergovernmental task teams focused on rail, road and transport policy. Data Management: Collect and source relevant data, identifying gaps and establishing a robust data repository to strengthen quantitative analysis and reporting.

ENQUIRIES : Should you have enquiries or experience any problem submitting your application contact the Recruitment Office Tel No: (012) 394 1310

POST 32/82 : **SENIOR SPECIALIST: PORT LOGISTICS REF NO: RESEARCH – A101**
(12 months contract)
Overview: To provide specialist advice with regard to port logistics, policy and inter-model connectivity to strengthen the dtic's ability to engage on domestic port logistics challenges including efficiency, reliability, user costs, and servicing of under-developed regions.

SALARY CENTRE REQUIREMENTS : R1 371 558 per annum (Level 14), (all-inclusive remuneration package)
: Pretoria
: Post-graduate or Masters qualification at NQF Level 7 in any of the following: engineering; transport; international logistics; maritime and ports management; transport logistics; or economics related field. Five years' relevant senior managerial experience in ports; trade; logistics; or transport-related policy. Skills/Knowledge: Proven experience in policy development, strategic planning, and analysis, preferably within the port logistics or related sectors. Strong analytical skills, with the ability to translate complex data into actionable insights. Demonstrated experience in forecasting demand and supply trends. Adept at building and maintaining relationships across various levels of government and industry. Strong leadership skills and the ability to work effectively in interdisciplinary teams. Extensive experience in international policy analysis and assessment, with a strong understanding of port logistics systems, infrastructure, and markets. Proven ability to track global policy trends and translate them into actionable strategies and interventions to enhance South Africa's position in the international trade landscape. Proficiency in producing both quantitative and qualitative analysis, including demand and supply forecasts, benchmarking, and vulnerability assessments. Demonstrated success in cultivating and managing strategic relationships with diverse stakeholders, fostering partnerships, and participating in intergovernmental collaborations. Communication skills (verbal & written), research and analytical skills, negotiation skills, project management skills, interpersonal skills, planning and organising skills & time management skills, mentoring and coaching. Knowledge and understanding of key legislation applicable to public entities and the dtic. Proficient in MS Packages.

DUTIES : Track, analyse, and assess international policy trends, translating their implications for South Africa into actionable mitigation or support measures. Lead the development of dtic's policy stance on the restructuring, expansion and operation of port logistics systems, markets, and infrastructure. Provide high-level guidance for policy interventions that boost the global competitiveness of manufacturing, mining, and agricultural sectors. Produce comprehensive quantitative and qualitative analysis of South and Southern Africa's port logistics systems, infrastructure, markets, efficiency, and growth potential. Offer strategic policy advice to enhance the efficiency and cost-effectiveness of SA's port logistics system. Monitoring and Reporting: Prepare regular monthly, quarterly, and annual reports on port logistics, infrastructure, market trends, and growth potential. Stay current with developments in port logistics, identifying opportunities for efficiency

measures, growth, and potential challenges. Deliver quantitative reports benchmarking South Africa's port logistics against industry trends. Provide qualitative reports identifying vulnerabilities, challenges, and growth opportunities within the port logistics system. Demand and Growth Forecasting: Develop scenarios for SA ports logistics, infrastructure, and growth, along with recommendations for potential mitigation strategies. Provide accurate demand and supply forecasts for port logistics to inform planning and decision-making. Stakeholder Management: Build and nurture strong relationships with key stakeholders crucial to the success of port logistics efforts. Foster partnerships and enhance communication with stakeholders to ensure alignment and collaboration. Contribute actively to interdepartmental and intergovernmental task teams focused on port logistics. Data Management: Collect and source data, identify data gaps, and develop an appropriate data repository to enhance quantitative analysis and reporting on energy-related issues.

ENQUIRIES : Should you have enquiries or experience any problem submitting your application contact the Recruitment Office Tel No: (012) 394 1310

POST 32/83 : **SENIOR SPECIALIST: ENERGY AND ELECTRICITY POLICY REF NO: RESEARCH – A102**
(12 months contract)

Overview: To manage and provide specialist advice with regard to energy policy to strengthen the dtic's ability to assess the domestic energy and especially electricity markets and market reforms in terms of effectiveness, reliability of supply, access to the national grid, cost of supply, and servicing of underdeveloped regions.

SALARY CENTRE REQUIREMENTS : R1 371 558 per annum (Level 14), (all-inclusive remuneration package)
: Pretoria

: Post-graduate or Masters qualification in an engineering, energy policy, economic regulation, economic policy or related fields. Five years' experience at Senior Management Level in energy policy, economic regulation or economic policy environment. Skills / Knowledge requirements: Extensive experience in energy policy analysis, renewable energy, economic regulation or economic policy or a related area. Strong understanding of international energy policy trends and their potential impact on South Africa. Proven experience in policy analysis, scenario planning, and forecasting Familiarity with data collection, management, and reporting. Proven ability to work effectively in interdepartmental and inter-governmental task teams. Strong problem-solving skills and ability to provide strategic advice. Attention to detail and strong analytical skills. Excellent stakeholder engagement and management skills. Exceptional written and verbal communication skills. Experience in reporting, stakeholder management, project management, strategic capability and leadership. Knowledge and understanding of key legislation applicable to public entities and the dtic. Proficient in MS Packages.

DUTIES : Policy Development, Strategy and Advice: Track, and analyse international policy trends, assess their implications for South Africa, and develop mitigation or support measures, including policies, strategies, and program interventions. Develop the dtic's policy position on the restructuring of the energy system, market, and infrastructure. Guide potential policy interventions to enhance the global competitiveness of manufacturing, mining, and agricultural sectors. Produce quantitative and qualitative analysis of South and Southern Africa's energy infrastructure, markets, efficiency measures, growth potential, demand, and supply forecasts. Provide high-level policy advice to the dtic on measures to improve the efficiency and cost-effectiveness of SA's energy system, transmission infrastructure, electricity generation facilities, renewable energy opportunities, expansion of electricity infrastructure, private-sector participation in the energy market, electricity trading, and localisation opportunities. Stay informed about and advise on national, regional, and global discussions on relevant policies, financing, and management/ownership models for the energy logistics sector. Respond to requests for technical assistance and policy advice from the dtic's executive and senior management. Monitoring and Reporting: Provide regular reports on energy logistics on a monthly, quarterly, and annual basis, as well as when required. Monitor developments related to energy systems, infrastructure, markets, efficiency measures, growth potential, and demand and supply. Provide quantitative reports

detailing trends and benchmarking of South Africa's energy and electricity markets. Provide qualitative reports highlighting vulnerabilities, challenges, and growth opportunities in the energy and electricity markets. Demand and Growth Forecasting: Develop scenarios for SA's energy infrastructure, growth, challenges, and mitigation strategies. Provide demand and supply forecasts for energy especially electricity. Generate comprehensive quantitative and qualitative analyses of energy infrastructure, markets, efficiency, growth potential, and demand-supply dynamics. Stakeholder Management: Establish strong relationships with stakeholders critical to energy policy. Strengthen partnerships and communication with all relevant stakeholders. Participate in task teams involving multiple departments and government levels focused on energy and electricity policy. Data Management: Collect and source data, identify data gaps, and develop an appropriate data repository to enhance quantitative analysis and reporting on energy-related issues.

ENQUIRIES : Should you have enquiries or experience any problem submitting your application contact the Recruitment Office Tel No: (012) 394 1310

POST 32/84 : **SENIOR SPECIALIST: NEW METAL TRADING SYSTEM DEVELOPMENT AND IMPLEMENTATION REF NO: RESEARCH – A100**
(12 months contract)

Overview: The Senior Specialist for New Metal Trading System Development and implementation will play a pivotal role in the dtic's efforts to combat metal infrastructure theft and damage. This role involves leading the development, implementation and institutionalisation of a cutting-edge Metal Trading System that effectively identifies stolen public infrastructure entering the scrap metal value-chain, export market, or legitimate metal production industry.

SALARY CENTRE REQUIREMENTS : R1 371 558 per annum (Level 14), (all-inclusive remuneration package)
: Pretoria
: Post Graduate Degree (NQF 7) in a relevant field such as Engineering, Material Science, Information Technology, Business Science and Commerce related or a related discipline. 5 years of experience at senior management level in project management, system development, or a related role. Skills / Knowledge

Requirements: Experience in and understanding of the Metals sector. Experience in leading strategy development and implementation. Experience in managing systems design and development. Proficiency in utilizing technology for data management and reporting. Strategic thinker with the ability to drive innovative solutions. Proven ability to network and build partnerships with various government agencies, industry associations, and international organizations. Knowledge and understanding of Public Finance Management Act and Treasury Regulations, public service regulations. Experience in reporting, risk management, stakeholder and customer relations management, people management, financial management, project management, strategic capability and leadership. Proficient in MS Packages.

DUTIES : Strategy Development and Implementation: Provide strategic oversight and leadership to the combatting of metal infrastructure theft and damage to the industry. Develop a comprehensive strategy for the implementation of the New Metal Trading System, aligning with the department's goals to eliminate metal infrastructure theft and damage. Build relationships and collaborate with senior stakeholders to establish clear objectives, milestones, and key performance indicators (KPIs) for the initiative. Monitor progress, identify potential challenges, and make adjustments to the strategy as needed. Take proactive steps to improve the system and implement actions. System design and development: Lead the (design) development, and implementation of the Metal Trading System, leveraging technology solutions such as data analytics, machine learning, and blockchain to identify stolen metal infrastructure. Work closely with technical teams, external consultants, and vendors to ensure the successful implementation of the system. Ensure compliance with data security and privacy regulations while designing the system. Stakeholder engagements: Build and maintain strong relationships with relevant government agencies, law enforcement, industry associations, and other public and private sector stakeholders. Lead engagement efforts to secure support, cooperation, and participation in the Metal Trading System initiative. Collaborate

with stakeholders to gather insights, feedback, and recommendations for refining the system's design and functionality. Regulatory Compliance and Legislation: Stay up-to-date with relevant laws, regulations, and policies related to metal trading and infrastructure protection. Collaborate with legal experts to ensure that the Metal Trading System aligns with existing regulations and contributes to the development of new legislation if necessary. Data Analysis and reporting: Oversee the analysis of data collected by the Metal Trading System to identify patterns of stolen metal infrastructure. Prepare regular reports and presentations for senior management, government officials, and stakeholders to communicate progress, successes, and challenges. Training and capacity building: Develop and deliver training programs for industry stakeholders, law enforcement personnel, and system users to effectively use and benefit from the Metal Trading System. Provide ongoing support to users and address any technical or operational challenges that arise.

ENQUIRIES : Should you have enquiries or experience any problem submitting your application contact the Recruitment Office Tel No: (012) 394 1310

POST 32/85 : **SPECIALIST: LABOUR LAW REF NO: CMSB – A100**
(12 months contract)
Overview: To provide specialist auxiliary legal advice and support on all matters related to labour and employment law of the dtic.

SALARY CENTRE REQUIREMENTS : R1 371 558 per annum (Level 14), (all-inclusive remuneration package)
: Pretoria
: Masters qualification in a labour law related field as recognised by SAQA. Must be a registered advocate in labour law. 8- 10 years' relevant senior managerial experience in a labour law related field. Skills / Knowledge Requirements: Extensive experience in providing legal advice and support on labour and employment law matters. Experience in investigating labour related issues, identifying case law and provide support to managers. Excellent interpersonal and communication skills to collaborate effectively with internal and external stakeholders. Proficiency in utilizing technology for data management and reporting. Strategic thinker with the ability to drive innovative solutions. Knowledge and understanding of Public Finance Management Act and Treasury Regulations, Public Service Act and Public Service Regulations. Experience in reporting, risk management, stakeholder and customer relations management, people management, financial management, project management, strategic capability and leadership. Proficient in MS Packages.

DUTIES : Expert Legal Advice and Support on Labour and Employment Law: Analyse and interpret intricate labour laws and regulations for expert advice. Identify risk areas in employment matters and provide guidance. Advise on positive employee relations, dispute resolution, and grievance handling. Offer guidance on discrimination laws, harassment policies, and legal compliance. Investigate Labour-Related Issues and Support Managers: Identify pertinent case law to establish legal precedents. Assess case strengths and advise managers on potential success. Guide managers on actions aligned with case law and compliance. Participate in alternative dispute resolution and assist in dispute management. Conduct Legal Research and Ensure Compliance: Stay updated on labour and employment law changes. Research and interpret legal issues for expert advice. Evaluate legislative changes' impact on client compliance. Advise clients on policy modifications and risk mitigation strategies. Create Awareness of Labour Law Best Practices: Develop training materials and deliver sessions. Identify compliance gaps and offer targeted training. Audit policies for compliance and suggest improvements. Assist clients in implementing effective compliance systems. Participate in Business Development for Labour Law Practice: Identify and pursue business growth opportunities. Develop proposals, engage branches, and build relationships. Collaborate with colleagues for practice expansion strategies. Demonstrate expertise through thought leadership and client interactions.

ENQUIRIES : Should you have enquiries or experience any problem submitting your application contact the Recruitment Office Tel No: (012) 394 1310

POST 32/86 : **DIRECTOR: AFRICA REF NO: EXPORTS – A100**
(12 months contract)
Overview: To oversee and coordinate export promotion and marketing in the relevant region.

SALARY : R1 162 200 per annum (Level 13), (all-inclusive remuneration package)
CENTRE : Pretoria
REQUIREMENTS : Postgraduate qualification in Business Management/Economics/Marketing. 5 year's relevant middle/senior managerial experience in an export promotion environment. Skills / Knowledge requirements: Strong understanding of export strategies, market intelligence and stakeholder coordination. Experience in reporting, risk management, customer relations management, people management, financial management, project management, strategic capability and leadership. Knowledge and understanding of key legislation applicable to public entities and the dtic. Knowledge and understanding of regulations, Public Finance Management Act and Treasury Regulations, public service regulations. Proven leadership abilities and strategic thinking. Excellent interpersonal, communication, and negotiation skills. Proficiency in project management and coordination. Ability to foster relationships with government entities, private sector firms, and international agencies.

DUTIES : Strategic Planning and Coordination: Oversee the development and finalization of the business plan for the Africa region within the Export Promotion Unit. Market Intelligence Assessments and Outcomes. Oversee the gathering of market intelligence information for inputs into export strategies. Oversee collaboration between researchers and deputy directors of the relevant region to ensure that research is done in prioritised areas. Oversee the development of export promotion strategies for markets in Africa. Oversee the compilation of country strategies for markets in Africa. Oversee the development and maintenance of databases of companies for the African region. Oversee the update of the export opportunities in matrices for the African region. Oversee the collaboration with dtic Entities and Export Councils to identify companies for exports. Lead the identification, initiation, scoping and implementation of region/market specific International Trade Initiatives. Export Services and Aftercare: Oversee the development and continuous improvement to client services, policies, processes and procedures. Oversee the establishment of client reception and interface facilities for African markets. Ensure that all export enquiries are dealt with effectively and efficiently by the staff in the unit. Oversee the provision of information on capabilities of the sectors to the clients and stakeholders. Review the database of targeted companies and allocate resources to interact with the companies. Oversee the communication of identified opportunities to relevant stakeholders associated with markets in Africa. Oversee the collaboration with dtic Entities and Export Councils to recruit companies for exports. Co-ordinate Export Promotion Strategies. Oversee the realisation of Export Promotion projects as per business plan. Oversee the organisation of specialised and generic export promotion projects. Oversee the facilitation of ad hoc projects. Oversee the recruitment of companies that are ready to participate in Export Promotion projects such as Inward and Outward Missions, as well as National Pavilions. Oversee the coordination of business forums for incoming and outgoing State visits. Oversee country branding and profiling to optimise the promotion of South African products at various forums. Ensure flagship projects are prioritised according to export promotion strategies for Africa. Provide general support and assistance to the Exports Executive Management on key projects and daily activities. Provide inputs for briefing documents and information for Ministers. Stakeholder Partner Coordination: Facilitate the involvement of Export Partners in Export Promotion projects (Such as Provincial-, Metro-, Municipal, as well as Export Councils, Industry Associations and private sector firms). Lead the cooperation with other Government departments, e.g. DIRCO and the Presidency, on projects such as BNCs, State Visits. Lead the collaboration on joint trade promotion activities with e.g. Metros, Municipalities, and Provinces. Lead the collaboration with international agencies and institutions (e.g. USAID, CBI, Chambers etc.) including donor funding for projects. Establish and maintain relationships with key contacts abroad with regards to export destinations and foreign economic offices. Progress Monitoring and Evaluation: Facilitate the

review of export promotion strategies, projects and action plans in the export promotion services sector monitoring outcomes as per activity calendar and project plan with the Chief Director: Export Promotion and Marketing. Oversee the reporting of monthly and quarterly progress on export promotion projects, strategies and action plans for African markets. Review customer satisfaction surveys and make relevant adjustments to ensure adherence to service delivery improvement plans. Knowledge Management: Ensure the institutionalisation of Export Promotion methodologies by overseeing the transfer of these onto a central database. Oversee the inputs and updates to the dtic website on export promotion activities in the relevant region.

ENQUIRIES : Should you have enquiries or experience any problem submitting your application contact the Recruitment Office Tel No: (012) 394 1310

POST 32/87 : **DIRECTOR: REST OF THE WORLD REF NO: EXPORTS – A101**
(12 months contract)
Overview: To oversee and coordinate export promotion and marketing in the relevant region.

SALARY : R1 162 200 per annum (Level 13), (all-inclusive remuneration package)
CENTRE : Pretoria
REQUIREMENTS : Postgraduate qualification in Business Management /Economics/ Marketing. 5 year's relevant middle/senior managerial experience in an export promotion environment. Skills / Knowledge requirements: Experience in reporting, risk management, stakeholder and customer relations management, people management, financial management, project management, strategic capability and leadership. Extensive experience in developing and implementing export promotion strategies in a dynamic and fast-paced environment. Strong understanding of market intelligence analysis, export opportunities, and trade initiatives. Excellent interpersonal and communication skills to collaborate effectively with internal and external stakeholders. Proficiency in utilizing technology for data management and reporting. Strategic thinker with the ability to drive innovative solutions and adapt to changing market dynamics. Proven ability to network and build partnerships with various government agencies, industry associations, and international organizations. Knowledge and understanding of Public Finance Management Act and Treasury Regulations, public service regulations Proficient in MS Packages.

DUTIES : Overseeing Business Plan Development: Consolidating inputs and finalizing business plans for the relevant regions of the Export Promotion Unit. Market Intelligence Assessments and Outcomes: Gathering market intelligence for export strategies and collaboration with researchers. Developing and maintaining databases of companies. Identifying export opportunities and collaborating with relevant entities. Initiating and implementing region/market-specific international trade initiatives. Managing Export Services and Aftercare: Developing client services, policies, and continuous improvement. Ensuring effective handling of export inquiries and provision of sector information. Coordinating with stakeholders for identified opportunities and recruitment. Co-ordinating Export Promotion Strategies: Realizing export promotion projects as per business plan. Organizing export promotion projects, including specialized events. Coordinating participation in trade projects and forums. Branding and profiling South African products internationally. Stakeholder Partner Coordination: Collaborating with export partners, government departments, and international agencies. Establishing and maintaining relationships with key contacts abroad. Monitoring and Evaluation: Reviewing export strategies and projects. Reporting progress on projects and strategies. Enhancing service delivery based on customer feedback. Knowledge Management and Communication: Institutionalizing export promotion methodologies and maintaining documentation. Updating the company website with export promotion activities

ENQUIRIES : Should you have enquiries or experience any problem submitting your application contact the Recruitment Office Tel No: (012) 394 1310

POST 32/88 : **DIRECTOR: TRADE BARRIERS REF NO: EXPORTS – A102**
(12 months contract)
Overview: To oversee and coordinate export promotion and marketing.

SALARY : R1 162 200 per annum (Level 13), (all-inclusive remuneration package)
CENTRE : Pretoria
REQUIREMENTS : Postgraduate qualification in Business Management /Economics/ Marketing. 5 years' middle management experience in an export promotion environment. Skills / Knowledge Requirements: Extensive experience in international trade, trade policies, barriers, and market access strategies. Experience in engaging in advocacy efforts, lobbying, and trade dispute resolution processes. Excellent interpersonal and communication skills to collaborate effectively with internal and external stakeholders. Proficiency in utilizing technology for data management and reporting. Strategic thinker with the ability to drive innovative solutions and adapt to changing market dynamics. Proven ability to network and build partnerships with various government agencies, industry associations, and international organizations Knowledge and understanding of Public Finance Management Act and Treasury Regulations, public service regulations. Experience in reporting, risk management, stakeholder and customer relations management, people management, financial management, project management, strategic capability and leadership. Proficient in MS Packages.

DUTIES : **Develop and Implement Trade Barrier Strategies:** Conduct comprehensive research and analysis to identify existing and emerging trade barriers impacting exports. Develop and implement strategies to overcome trade barriers, enhance market access, and optimize export opportunities. Collaborate with cross-functional teams to resolve barriers. **Stakeholder Management:** Establish and maintain effective relationships with government agencies, trade associations, export councils, industry partners, and other relevant stakeholders. Collaborate with Departmental branches and entities to align trade barrier strategies and address compliance issues. Represent the Department in trade-related engagements, meetings, and industry forums. **Trade Barrier Resolution:** Develop and implement initiatives to resolve trade barriers, such as engaging in advocacy efforts, lobbying, and trade dispute resolution processes. Collaborate with internal and external stakeholders to develop innovative solutions and alternative approaches to resolve trade barriers. Monitor the effectiveness of implemented strategies and adjust them as needed to achieve desired outcomes. **Barrier Research and Analysis:** Coordinate market research to identify barrier impact on potential export markets and evaluate the feasibility of their resolution. Analyse market trends, customer demands, and competitor activities to identify trade barrier challenges and opportunities. Provide insights and recommendations to senior management based on research findings. **Team Leadership and Development:** Lead, mentor, and inspire a team of trade barrier resolution specialists and analysts. Provide guidance, support, and training to team members to enhance their skills and knowledge on barriers. Foster a collaborative and results-oriented work environment, promoting cross-functional teamwork and knowledge sharing.

ENQUIRIES : Should you have enquiries or experience any problem submitting your application contact the Recruitment Office Tel No: (012) 394 1310

POST 32/89 : **DIRECTOR: EXPORT NETWORK REF NO: EXPORTS – A103**
(12 months contract)
Overview: To oversee and coordinate export promotion and marketing in the relevant region.

SALARY : R1 162 200 per annum (Level 13), (all-inclusive remuneration package)
CENTRE : Pretoria
REQUIREMENTS : Postgraduate qualification in Business Management/Economics/Marketing. 5 years' experience in Communication/Marketing/Export Promotion Environment in Middle Management Level Skills / Knowledge Requirements: Proven experience in developing and managing export networks and partnerships, preferably in an international investment and export environment. In-depth knowledge of the export industry, global trade practices, market dynamics, and regulatory requirements. Strong negotiation and relationship-building skills to establish and maintain

productive partnerships with exporters and international stakeholders. Proven ability to network and build partnerships with the export community, various government agencies, industry associations, and international organizations. Excellent interpersonal and communication skills to collaborate effectively with internal and external stakeholders. Strategic thinker with the ability to drive innovative solutions and adapt to changing market dynamics. Knowledge and understanding of Public Finance Management Act and Treasury Regulations, public service regulations. Experience in reporting, risk management, stakeholder and customer relations management, people management, financial management, project management, strategic capability and leadership. Proficient in MS Packages.

DUTIES

: Strategic Partnership Development: Develop and implement a comprehensive strategy to identify and establish strategic partnerships, alliances and export networks to support the country's export goals. Identify potential partners, distributors, agents, and other relevant stakeholders in target markets to support export networks. Conduct market research and analysis to identify emerging opportunities, trends, and competitor strategies in the export environment and target markets. Stakeholder Management: Build and maintain strong relationships with international partners, distributors, agents, and industry associations to strengthen the dtic export networks. Collaborate with export network members and partners to align export objectives, develop joint marketing strategies, and unlock export opportunities. Provide ongoing support, training, and resources to export network members to ensure effective collaboration and achievement of export targets. Market Expansion: Identify and evaluate new market opportunities for exports, considering factors such as market demand, competition, regulatory environment, and potential risks. Develop market entry strategies and plans in collaboration with cross-functional departmental teams and export network members. Implement market entry strategies together with export network members by leveraging available tools, mechanisms and resources, domestically and in international markets. Performance Analysis and Reporting: Establish key performance indicators (KPIs) and metrics to measure the effectiveness of export networks and partnerships. Conduct regular analysis and evaluation of export networks performance and contributions by members, to identify areas for improvement and optimization. Prepare comprehensive reports and presentations to communicate export network performance, achievements, challenges, and recommendations to senior management and Leadership.

ENQUIRIES

: Should you have enquiries or experience any problem submitting your application contact the Recruitment Office Tel No: (012) 394 1310

OTHER POSTS

POST 32/90

: **PROJECT MANAGERS: NEW METAL TRADING SYSTEM DEVELOPMENT AND IMPLEMENTATION REF NO: SECTORS – A101 (X2 POSTS)**
(12 months contract)

Overview: The Project Managers for New Metal Trading System Development and Implementation will play a pivotal role in the dtic's efforts to combat metal infrastructure theft and damage. This role involves supporting the development and implementation of metals sector and the institutionalisation of a cutting-edge Metal Trading System that effectively identifies stolen public infrastructure entering the scrap metal value-chain, export market, or legitimate metal production industry.

SALARY
CENTRE
REQUIREMENTS

: R958 824 per annum (Level 12), (all-inclusive remuneration package)
: Pretoria
: Undergraduate qualification (NQF 7) in a relevant field such as Engineering, Material Science, Information Technology, Business Science and/or Commerce related or a related discipline. 3- 5 years of experience at managerial level in project management, engineering, system development, or a related role, preferably within the government or technology sector. Skills / Knowledge Requirements: Experience in and understanding of the Metals sector. Experience in strategy development and implementation. Experience in system design and development. Proficiency in utilizing technology for data management and reporting. Strategic thinker with the ability to drive innovative solutions. Proven ability to network and

build partnerships with various government agencies, industry associations, and international organizations. Knowledge and understanding of Public Finance Management Act and Treasury Regulations, public service regulations. Experience in reporting, risk management, stakeholder and customer relations management, people management, financial management, project management, strategic capability and leadership. Proficient in MS Packages.

DUTIES

: Strategy Development and Implementation: Assist in developing and implementation of a comprehensive strategy for the New Metal Trading System, aligning with the department's goals to eliminate metal infrastructure theft and damage. Assist senior management to collaborate with leadership to establish clear objectives, milestones, and key performance indicators (KPIs) for the initiative. Support the senior specialist in monitoring progress, identify potential challenges, and make adjustments to the strategy as needed. System design and development: Support the development and implementation of the Metal Trading System, leveraging technology solutions such as data analytics, machine learning, and blockchain to identify stolen metal infrastructure. Work closely with technical teams, external consultants, and vendors to ensure the successful implementation of the system. Assist in ensuring compliance with data security and privacy regulations while designing the system. Stakeholder engagements: Together with the Senior specialist, build and maintain strong relationships with relevant government agencies, law enforcement, industry associations, and other public and private sector stakeholders. Participate in engagement efforts to secure support, cooperation, and participation in the Metal Trading System initiative. Collaborate with stakeholders to.

ENQUIRIES

: Should you have enquiries or experience any problem submitting your application contact the Recruitment Office Tel No: (012) 394 1310

POST 32/91

: **DEPUTY DIRECTOR: TECHNICAL INFRASTRUCTURE REF NO: SECTORS - 085**

Overview: To develop, support and advise on Technical Infrastructure processes, policies and programmes as it specifically relates to Accreditation, Compulsory Specifications and Building Regulations.

SALARY
CENTRE
REQUIREMENTS

: R958 824 per annum (Level 12), (all-inclusive remuneration package)
: Pretoria
: A three-year National Diploma / B Degree in Economics / Public Administration / Engineering / Science. 3-5 years' relevant managerial experience in the Technical Infrastructure field. Skills/Knowledge: Proven experience in the development and review of Technical Infrastructure policies, procedures, and strategy implementation. Proficiency in research and analysis, stakeholder management, monitoring and evaluation, people management, project management, and financial management. Comprehensive knowledge of industry trends, regulatory frameworks, and best practices. Strategic acumen and leadership skills, including effective communication (verbal and written), analytical proficiency, presentation skills, organizational planning, and customer focus. Sound knowledge of technical infrastructure, including Accreditation, Compulsory Specifications, and Building Regulations and the related legislation and policies such as the National Regulator for Compulsory Specifications Act, Accreditation for Conformity. Assessment, Calibration and Good Laboratory Practice Act, National Building Regulations and Building Standards Act, Industrial Policy, Public Service Act, Preferential Procurement Policy Framework Act, and related regulations. Proficiency in MS Office Packages.

DUTIES

: Lead policy development and review for Technical Infrastructure on Accreditation, Compulsory Specifications, and Building Regulations locally, regionally (SADC), AfCTA and internationally, including at the WTO-TBT committee. Advocate policies and collaborate with Technical Infrastructure Agencies (SANAS and NRCS) to strengthen manufacturing and value-added sectors. Guide Technical Infrastructure entities to align with dtic's strategic plans and industrial policy framework. Implement key Acts: Accreditation Act, National Regulator for Compulsory Specifications Act, and Building Regulations Act. Actively engage in department forums, contributing to resolving technical infrastructure challenges. Identify needs

ENQUIRIES

of Technical Infrastructure agencies and stakeholders, especially related to Accreditation, Compulsory Specifications, and Building Regulations.
: Should you have enquiries or experience any problem submitting your application contact the Recruitment Office on Tel No: (012) 394 1809/1835

POST 32/92

DEPUTY DIRECTOR – CONTACT CENTRE REF NO: ODG - 152

Overview: Accountable for all issues relating to operations, policy implementation, systems and people management.

SALARY CENTRE REQUIREMENTS

: R811 560 per annum (Level 11), (all-inclusive remuneration package)
: Pretoria

: A three-year National Diploma or Degree in Contact Centre or Marketing & Communications. 3-5 years' relevant managerial Call Centre experience. Skills/Knowledge: Experience in developing and implementing contact centre management systems and processes. Experience in managing Service Level Agreements (SLAs) with internal and external stakeholders. Experience in, stakeholder management, people management, project management. Demonstrate expertise in customer service strategies, contact centre technologies, and best practices. Sound knowledge and understanding of customer relationship systems and information management. Strong risk assessment skills to ensure the smooth functioning and security of contact centre operations. Strong leadership and team management skills with the ability to motivate and inspire a diverse team. Excellent problem-solving and decision-making capabilities. Proficiency in data analysis and reporting to drive performance improvements. Strategic capability and leadership skills, communication skills (verbal and written), analytical skills, presentation skills, organisational planning and customer focus. A sound knowledge and understanding of Public Finance Management Act, Treasury Regulations, Public Service Act, Preferential Procurement Policy Framework Act and other related regulations. Proficient in MS Packages. Familiarity with HR practices and the ability to effectively manage human resources within the contact centre.

DUTIES

: Customer Contact Centre Management: Develop and manage efficient contact centre management systems and processes to ensure seamless operations. Develop and manage service levels and targets, consistently striving to improve customer satisfaction. Implement and oversee the effective utilization of contact centre technology to enhance service delivery. Conduct risk assessments to identify and mitigate potential challenges. Ensure optimal facility management for a conducive and productive contact centre environment. Benchmark industry best practices and implement operational improvements accordingly. Develop and manage SLAs with branches to ensure streamlined communication and collaboration. Oversee the management of customer relationship systems and information. Customer Service: Drive the implementation of the dtic customer charter, service standards, and complaints handling processes within the contact centre. Manage the implementation of the dtic's customer relationship strategy to foster positive interactions. Participate in the dtic Customer Service Forum (Batho Pele Forum) to contribute to service enhancement initiatives. Collaborate with other branches for outreach initiatives and collaborative projects. Handle and resolve customer complaints, ensuring high levels of customer satisfaction. Foster strong relations with other government departments to facilitate seamless cooperation. Contribute to the department's outreach programme to expand the reach of services. Human Resource Management: Oversee performance management and appraisals for contact centre staff. Effectively communicate the contact centre's strategy and business plan to all team members. Facilitate soft skills training and product knowledge transfer to enhance staff capabilities. Drive general skills development and manage associated administration tasks. Foster a positive and motivating work environment that encourages professional growth and development.

ENQUIRIES

: Should you have enquiries or experience any problem submitting your application contact the Recruitment Office Tel No: (012) 394 1809/1835

POST 32/93

: **SECURITY OFFICER REF NO: CMSB - 047**

Overview: To render security services for the dtic.

SALARY

: R241 485 per annum, (Level 06)

CENTRE

: Pretoria

REQUIREMENTS

: Senior Certificate / Grade 12, relevant security certification or qualifications and registered with Private Security Industry Regulator Authority (PSIRA). 3-5 years' relevant experience in Security services environment Skills/Knowledge: Experience in access control, inspections, contingency planning, report writing and escorting. Sound ability to communicate well, both verbal and written. Exceptional attention to detail and a commitment to following protocols. Effective communication skills to interact with both visitors and staff. Good interpersonal skills and customer service excellence. Ability to stay composed under pressure and handle security-related incidents. Time management skills, planning and organising skills, analytical thinking skills and report writing skills. Basic understanding of emergency response procedures and safety protocols. Proficiency in using security equipment, including X-ray machines and fire extinguishers. Solid report-writing skills to accurately document incidents and inspections. Strong familiarity with the Control Access to Public Premises and Vehicle Act. Sound knowledge and understanding of Public Service Regulations, Public Service Act, Public Finance Management Act, Occupational Health and Safety Act, Disaster Management Act, Protection of Information Act and Treasury Regulations. Knowledge and understanding of the practices and regulations applicable to administrative support services in the Department. Computer Literacy (MS Office Package).

DUTIES

: Implement and enforce access control protocols as per the Control Access to Public Premises and Vehicle Act. Ensure proper usage of access cards by dtic staff for premises entry. Conduct thorough visitor screenings, following established guidelines. Verify and contact individuals being visited prior to granting visitor access. Facilitate X-ray screening for visitors' parcels. Perform thorough inspections of buildings and personnel, upholding security standards. Supervise external guards from Sunnyside, ensuring alignment with security protocols. Regularly inspect evacuation routes, fire extinguishers, and emergency systems. Actively participate in safety training and evacuation drills. Compile comprehensive monthly statistical reports covering access control, visitors, parking, mail, contractors, and key management. Report and document equipment and security system issues, failures, and inspections. Maintain effective communication with supervisors regarding incidents and concerns. Monitor and secure unattended office doors, ensuring proper closure and locking. Safeguard classified documents and staff personal belongings. Verify shutdown of all appliances at the end of each day. Professionally escort visitors, including VIPs, ensuring their security. Maintain vigilant oversight of visitor movement within premises. Ensure no visitors are left unattended within office areas. Manage and retain accurate visitor records.

ENQUIRIES

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