



Ref. No. : S4/1/1
Enq. : Mr. C. Kika Bham

DIRECTOR GENERAL CIRCULAR No. 02 OF 2022

**ADVERTISEMENT OF ONE (1) VACANT SMS POST ON THE ESTABLISHMENT
IN THE OFFICE OF THE PREMIER, LIMPOPO PROVINCE.**

1. Applicants are hereby invited to apply for the filling of one (1) vacant Senior Management Service (SMS) post as per the attached advertisement Annexure A of Circular No. 02 of 2022.
2. Applications must be accompanied by a Comprehensive Curriculum Vitae, certified copies of; educational qualifications, academic records, identity document and a valid driver's license (where required) as well as a fully completed New Z83 form which is obtainable from Government Departments or Government Websites. Applications should be addressed to:

Director General
Office of the Premier
Private Bag X9483
POLOKWANE
0700

3. Applications may also be hand delivered to the Office of the Premier at 40 Hans Van Rensburg Street, Polokwane, Mowaneng Building, and Office No. A013, General Records: Registry, Ground floor.
4. Enquiries should be directed to Mesdames Kekana PL / Mgbo PM / Mokgalaka S / Moyaba ME at telephone numbers 015 - 287 6293 / 6441 / 6665 / 6027 respectively.
5. The Office of the Premier is an affirmative action employer. Designated Groups (underrepresented & non-represented groups, females and persons with disabilities) remain the target group and are encouraged to apply.
6. The successful candidates must be willing to sign an oath of secrecy with the Office and a performance agreement. All appointments are subject to the personnel suitability check (criminal records, credit record check and security vetting). The Office reserves the right not to make any appointment(s) to the posts advertised. The employment decision shall among other determinations be informed by the Employment Equity Plan of the Office. Senior Management Service (SMS) posts will be subjected to a compulsory technical exercise as well as a competency-based assessment. All applicants applying for an SMS post are required to obtain a pre-entry certificate for Senior Management Service (SMS) post. The full details can be sourced from the following link:
<https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>

7. The closing date for the applications is the **1st April 2022 at 16h00**. Late applications for the advertised posts will not be considered. Failure to comply with the above requirements will result in the disqualification of the application.
8. Correspondence will be limited to short-listed candidates only. If you have not heard from us within ninety (90) days from the closing date, please accept that your application has been unsuccessful. However, should there be any dissatisfaction, applicants are hereby advised to, within 90 days, seek reasons for the above administrative action in terms of section 5, sub-section 1 and 2 of Promotion of Administrative Justice Act 3 of 2000. Applications which are forwarded / submitted to the wrong address will not be considered.
9. **NOTE:** The contents of the advertised vacant posts will also be posted on the following websites www.limpopo.gov.za and www.dpsa.gov.za.



Mr. N.S. NCHABELENG
DIRECTOR GENERAL

DATE: _____



A. DEPUTY DIRECTOR-GENERAL: STAKEHOLDER MANAGEMENT COORDINATION

Post	:	Deputy Director-General: Stakeholder Management Coordination (1xPost)
Reference No.	:	OTP: 02/22/01
Salary level	:	15
Salary Package	:	R1,521,591.00 p.a. (all - inclusive [package])
Salary Scale	:	R1,521,591.00 - R1,714,074.00
Centre	:	Polokwane (Head Office)

REQUIREMENTS

- An undergraduate qualification and a post graduate qualification (NQF level 8) as recognized by the South African Qualifications Authority (SAQA).
- A minimum of eight (8) to ten (10) years' experience at a Senior Managerial level.
- Ability to interact at both strategic and operational levels.
- A valid driver's license with the exception of people with disability.

COMPETENCIES

- Strategic Capability and Leadership
- People Management and Empowerment
- Programme and Project Management
- Financial Management
- Change Management
- Good Communication skills
- Computer literate

RESPONSIBILITIES

The successful candidate will be responsible to:

- Ensure the coordination of Provincial Communication Programmes.
- Ensure the Promotion of:
 - Inter-Governmental Relations (IGR)
 - Official Development Assistance (ODA)
 - International Relations (IR) and;
 - African Peer Review Mechanism (APRM).
- Ensure the promotion and provision of Secretariat to Councils.
- Manage all aspects related to Financial and Human Resource Management matters in the Branch.