



FREE STATE PROVINCIAL GOVERNMENT VACANCY CIRCULAR 84/2007

TO ALL HEADS OF PROVINCIAL DEPARTMENTS

ADVERTISEMENT OF POST: DEPARTMENT OF THE PREMIER

The above-mentioned circular is attached for your information. The content thereof should be brought to the attention of all staff.

Please take note that all enquiries with regard to the circular should be made to the official as indicated in the circular and not to the Human Resource Advice, Co-ordination, and Management Directorate: Department of the Premier.

DEPARTMENT OF THE PREMIER

DATE: 2007 / 09 / 10

Department of the Premier • Departement van die Premier • Lefapha La Tonakgolo

Human Resource Advice, Co-ordination and Management Directorate

DEPARTMENT OF THE PREMIER

Free State Department of the Premier is an equal opportunity affirmative action employer.

It is our intention to promote representativity (race, gender and disability) in the Department through the filling of these posts and candidates whose appointment/promotion/transfer will promote representativity will receive preference.

Directions to applicants:

- Applications must be submitted on form Z.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications, driver's license, identity document and a C.V. (Separate application for every vacancy). Applicants are requested to complete the Z83 form properly and in full. Qualification certificates must not be copies of certified copies.
- No e-mailed or faxed applications will be considered.
- Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously.
- It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA).
- The successful candidate will be subjected to the verification of qualifications, reference checks as well as a criminal record check.
- Applicants are respectfully informed that if no notification on appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful.

DEPARTMENT OF THE PREMIER
GOVERNMENT COMMUNICATION SERVICES

POST 1: **CHIEF DIRECTOR: GOVERNMENT COMMUNICATION SERVICES**

SALARY: Level 14 – An all inclusive remuneration package of R591 510 per annum. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance.

This appointment is subject to the signing of an employment contract, a security clearance and an annual performance agreement. The successful candidate will be required to disclose his/her financial interests in accordance with the prescribed regulations.

CENTRE: BLOEMFONTEIN

REQUIREMENTS: The candidate must be in possession of an appropriate 3 year degree preferably in the Media/Communication field and/or experience in the management of resources in a similar environment.

RECOMMENDATION: Extensive experience with regard to implementing turn-around strategies. Knowledge of corporate communication and media liaison issues in the Free State and South Africa. Strategic Thinking, analytical and problem solving skills

KEY RESPONSIBILITIES: The candidate must have knowledge, skills, training and competencies of the following:

- Provide strategic direction with regard to transverse Government communication issues to promote an environment conducive to the positive image of the Premier and the Executive Council
- Strategically oversee the development of transverse policies/strategies with regard to corporate communication and media liaison that will contribute to the positive image of the Free State Provincial Government
- Monitor and report on the implementation of transverse corporate communication and media liaison policies/strategies in order to determine the impact of the policies/strategies and to advise on corrective action where necessary and/or improve on the policy and strategic direction
- Attend Provincial and National Forums regarding transverse corporate communication and media liaison issues for purposes of improving on policy/strategies and or reporting on progress with implementation in the Free State
- Liaise with provincial, national and international stakeholders in order to obtain information on the latest developments with regard to corporate communication and media liaison
- Overall management of the Component to ensure the effective and efficient utilization of resources including the management of the performance of the personnel falling under this component

REFERENCE NO: HEAD GCS

ENQUIRIES:

Mr. B.G. More
Tel: (051) 403 3947

APPLICATIONS:

Ms. P. Norval
Department of the Premier
Human Resources Advice, Co-ordination and Management Directorate
PO Box 517
BLOEMFONTEIN
9300

Or

Hand delivers to:
Brain Modise
Room 22, Lebohang Building
BLOEMFONTEIN

The Free State Provincial Government is an equal opportunity, affirmative action employer and it is committed to the achievement and maintenance of diversity and equity employment

CLOSING DATE : 25 September 2007