

DEPARTMENT OF TOURISM

The Department of Tourism is an equal opportunity, affirmative action employer. It is our intention to promote representivity (race, gender and disability) in the Department through the filling of these posts.

- APPLICATIONS** : Applications, quoting the relevant reference number must be forwarded to the attention of Chief Director: HR Management and Development at Department of Tourism, Private Bag X424, Pretoria, 0001 or hand deliver at Tourism House, 17 Trevenna Road, Sunnyside, Pretoria or by email to recruitment@tourism.gov.za
- CLOSING DATE** : 20 September 2024 at 16:30 (Late applications will not be considered)
- NOTE** : Applications must be submitted on a duly completed New Z83 form obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed signed Z83 form and a detailed Curriculum Vitae. Shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). All instructions on the application form and this advert must be adhered to. Failure to comply with these requirements will result in the applicants being disqualified. Correspondence will be limited to short-listed candidates only. The Department reserves the right not to make an appointment. Short-listed candidates will be subjected to pre-employment screening and security vetting to determine the suitability of a person for employment. All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job as well as an integrity assessment. By applying for this post, you are consenting to the Department of Tourism processing your personal information subject to POPIA.

OTHER POST

- POST 32/56** : **DEPUTY DIRECTOR: BUSINESS SOLUTIONS REF NO: DT18/2024**
- SALARY** : R849 702 per annum, (all-inclusive remuneration package consisting of a basic salary, the State's contribution to the Government Employees Pension Fund and a flexible portion that may be structured according to personal needs within a framework)
- CENTRE REQUIREMENTS** : Pretoria
A SAQA recognised Bachelor Degree/ National Diploma in Information Communication Technology/Informatics or equivalent qualification in ICT. A minimum of five (5) years' working experience in ICT Business Solutions/Business Analysis of which 3 must be at supervisory level. Knowledge of ICT related policies and procedures. Understanding of ICT frameworks and Minimum Information Security Standards. Knowledge of Enterprise Architecture. Knowledge of Business and Systems Analysis. Leadership, management and coordination skills. Knowledge of financial and human resource management. Project management skills. Knowledge of ICT Governance. A of valid driver's license.
- DUTIES** : The successful candidate will be responsible for ensuring the continuous implementation and improvement of the Corporate Governance of Information Communication Technology Policy Framework, managing ICT related audits; identifying possible information systems requirements for the department; conducting gap analysis for the department; analyse and design systems based on user requirements and performing business process modelling; developing Business Cases and User Requirements Specifications (URS) documents; identifying additional workflows for the Electronic Document Management System (EDMS) solution and overseeing implementation; managing the digitalisation of manual process; managing EDMS and Oracle related SLA(s) and supporting staff to ensure compliance; managing the defining the current and future state of Enterprise Architecture in the department; establishing, maintaining, reviewing and ensuring implementation of a ten tier Enterprise Architecture solution; aligning departmental Enterprise Architecture with the approved Government Wide Enterprise Architecture (GWEA) Framework; managing, implementing and reviewing relevant IT

ENQUIRIES
NOTE

- policies, procedures and standards in line with legislation and business requirements; perform secretariat duties in ICT related committees.
- : Ms S Radebe Tel No: (012) 444 6208
 - : EE Requirements: Coloured males, White males, People with Disabilities and youth are encouraged to apply.