



VACANCY ADVERTISEMENT

Vacancy Information Download

Reference Number:	KZNPG/20240410/1795
Advert Reference Number:	D -STATS DATA & KNOW 2024
Job Title:	DIRECTOR-STATISTICAL DATABASE AND KNOWLEDGE MANAGEMENT
Job Level:	SL 13
Vacancy Type:	Internal & External Deviation
Salary:	R1 162 200 - R 1 365 411 PER ANNUM
Department:	KZN ECONOMIC DEVELOPMENT TOURISM AND ENVIRONMENTAL AFFAIRS
Component:	HEAD OFFICE
Employment Type:	Permanent
Center:	HEAD OFFICE
Number Of Posts:	1

Duties/Responsibilities:

Facilitate the development of interventions to support the development of the Knowledge economy in the Province. Provide technical support in the drafting, implementation and review of the Knowledge Management strategy of the department. Provide leadership in the development, maintenance and provision of statistical information to the department and stakeholders. Coordinate the provision of economic statistical information to relevant stakeholders such as KZN Provincial Planning Commission. Manage the resources of the Directorate.

Qualifications and Experience:

An appropriate Bachelor's Degree in Information Science or similar at NQF Level 7 as recognized by SAQA. A Master's Degree will serve as an added advantage. Minimum of five years in Knowledge Management at a middle management level. Experience in the planning, development, and implementation of knowledge management strategy - Completion of Nyukela Certificate for entry into the SMS (Senior Management Service) upon appointment. A valid driver's licence.

Essential Knowledge, Skills and Competencies Required:

The successful candidate must have: A thorough knowledge of data management, applied statistics, and knowledge management systems and strategies in the public sector, Extensive experience in knowledge and information management; Knowledge of information Sharing mechanisms and platforms; An extensive knowledge of statistical database development and management. A thorough understanding of relevant legislation, best practices, and frameworks. .Sound Knowledge and understanding of the Public Service regulatory framework, e.g., Public Service Act, PFMA, Treasury Regulations, Public Service Regulations, Labour Relations Act, Occupational Health and Safety Act, Basic Conditions of Employment Act, Skills Development Act, Service Delivery Frameworks, policies, and strategies. Ability to interpret and apply policies, advanced knowledge, and application of general management and project management principles. Knowledge of the Constitution of South Africa, Public Service systems, Public Service Code of Conduct, Batho Pele principles, budget formulation, financial management/accounting, strategic management, and programme management principles. Ability to transfer skills and knowledge, and offer appropriate advice. Ability to implement Knowledge management systems, undertake applied statistical data analysis, strategic Management, and people skills and use advanced Excel in data and knowledge management .Ability to gather and analyze information; Communication skills: verbal and written. Stakeholder liaison skills Management skills, research skills, presentation skills, policy analysis and development, analytical thinking, interpersonal relations, interpretation of statutes, diplomacy, computer literacy, language skills, and time management skills. Ability to work under pressure. Flexibility to work long and extra hours. Skills: Project management skills, planning and organizing. Good interpersonal skills, diversity management skills, Economic Transformation, change leadership and Transformation, Conflict Management.

Additional Information

THIS POST IS BEING RE-ADVERTISED, CANDIDATES WHO APPLIED PREVIOUSLY MAY RE-REAPPLY.

ALL THE APPOINTMENTS WILL BE MADE IN ACCORDANCE WITH THE EMPLOYMENT EQUITY TARGETS OF THE DEPARTMENT. FEMALES AND PEOPLE WITH DISABILITIES WILL BE GIVEN PREFERENCE

How to apply

To apply please log onto the e-Government Portal: <https://www.eservices.gov.za/> and follow the following process;

1. Register using your ID and personal information;
2. Use received one-time pin to complete the registration;
3. Log in using your username and password;
4. Click on "Employment & Labour";
5. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs;

Or, if candidate has registered on eservices portal, access <https://www.eservices.gov.za/>, then follow the below steps:

1. Click on "Employment & Labour";
2. Click on "Click on KZN Provincial Government e-Recruitment Vacancies, S'Thesha Waya Waya";
3. Log in using your username and password;
4. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs;

For support, please send an email to: KZNHelpDeskRecruit@KZNpremier.gov.za

Closing Date : 10 May 2024

Disclaimer

DISCLAIMER FOR KZN E-RECRUITMENT SYSTEM

- a)The KwaZulu-Natal Provincial Government and all KwaZulu-Natal Provincial Public Entities are equal opportunity, affirmative action employers, and preference may be given to suitably qualified candidates from designated groups in terms of the Employment Equity Act, 1998. The filling of posts may also be guided by the Departments/ Entities Employment Equity plan/targets.
- b)If you do not hear from us within two months of the closing date, please regard your application as unsuccessful.
- c)Applications received after the closing date will not be considered.
- d)Please clearly indicate the name of the post and reference number of the position for which you are applying.
- e)Applicants applying for posts in KZN Government Departments via the online e-Recruitment system, must upload a copy of their CV onto the system. Certified copies of supporting documents need not accompany your application and CV, as these will be requested from shortlisted applicants only.
- f)Applicants applying for posts in KZN Public Entities via the online e-Recruitment system, must upload copies of all documents, including certified copies of all documents stipulated in the advert of the Public Entity.
- g)It is the responsibility of the applicant to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA), prior to the time the qualification documents are requested to be submitted to the KZN Provincial Department or Public Entity.
- h)Only candidates who meet the requirements may apply.
- i)Appointment is subject to verification of the qualifications of the applicant, reference checking, and securing a positive security clearance, in circumstances where this is in relation to the requirement/s for appointment to the post applied for.
- j)Applications from Recruitment Agencies will not be considered.
- k)Applications sent to incorrect email address will not be considered.
- l)The respective Provincial Departments and Public Entities reserve the right not to make an appointment.
- m)The appointed candidate shall be required to sign a performance agreement.
- n)Reference checks and/or confirmation of employment will be done with the current employer and candidates are advised to include references from the current employment in their application/CV to facilitate this.
- o)The respective Provincial Departments and Public Entities reserve the right to regard a negative record on any verification check or risk assessment conducted, as sufficient grounds for refusal to select a candidate for appointment.

By utilising the KZN Provincial e-Recruitment system, you hereby specifically acknowledge that you have read and accepted the following disclaimer:

I understand and agree that where information is provided, whether personal or otherwise, it may be used and processed by the owner of this e-Recruitment system, and such use may include placing such information in the public domain.

All reasonable measures to protect the personal information of users will be taken, provided that for the purpose of this disclaimer (personal information) will be as defined in the Promotion of Access to Information Act, 2000 (Act No. 2 of 2000) and the Protection of Personal Information Act, 2013 (Act No. 4 of 2013).

The information and reports contained herein may not necessarily be accurate or final and must be viewed in the context of when such information or report is dated.

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By using the KZN Provincial e-Recruitment system, I specifically consent and submit to the jurisdiction of the South African Courts in regard to all proceedings, actions, applications, or the like, instituted by either party against the other where necessary.

If you do not agree to be bound by these terms, please do not make applications for posts through the KZN Provincial e-Recruitment system.