



## Senior manager: small, medium and micro enterprises development (WB34/2017)

**Salary:** R 809 500-R1 133 300 per annum (Total cost to company)

### Requirements:

- An appropriate recognised Bachelor's degree in Economics/ Business Management (NQF level 7) or equivalent relevant qualification.
- A minimum of 5 years of experience working in the Small, Medium and Micro Enterprises (SMME) environment, particularly supporting SMME's.
- Understanding of government economic transformation policies.
- Knowledge of the PFMA and BBBEE legislation.
- Experience in running a small to medium size business.
- Entrepreneurial spirit, business acumen, strong project management skills.

### Duties:

- Develop and implement SMME the Bureau's Enterprise Development programmes.
- Provide specialist support to SMME's doing business with the Bureau.
- Manage the SMME development desk.
- Manage relationship between appointed and participating SMMEs.
- Liaise with industry role players to ensure best practice on SMMEs programmes.
- Develop benchmarks and standard operating procedures for prioritisation of SMME's in Bureau business opportunities.

**Enquiries:** Shumani Raswiswi, Tel: 012 399 8636/  
Isaac Letshedi, Tel: 012 399 8641

**Closing date:** 15 September 2017

- All applications must be submitted on a signed **Z83 application form** (*click bold underlined text to download PDF form*) with a copy of a comprehensive CV, certified copies of qualifications, ID document as well as a Driver's License (if required) in order to be considered.
- **Applications must be forwarded** to the Director-General, Department of Environmental Affairs, Private Bag X447, Pretoria, 0001 or hand-delivered to: Environment House, Erf 1563 Arcadia Extension 6, Cnr Soutpansberg and Steve Biko Road, Arcadia, Pretoria, marked for attention: Mr Gerald Ntshane/Ms Sibongile Zungu.
- The National Department of Environmental Affairs is an equal opportunity, affirmative action employer.
- It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Correspondence will be limited to successful candidates only.
- Short-listed candidates will be subjected to screening and security vetting to determine their suitability for employment, including but not limited to: Criminal records; Citizenship status; Credit-worthiness; Previous employment (reference checks); and Qualification verification.
- Candidates shortlisted for the SMS post will be subjected to a technical exercise that intends to test relevant technical elements of the job.
- Following the interview and the technical exercise, the Selection Panel will recommend candidates to attend a generic managerial competency assessment in compliance with the DPSA Directive on the implementation of competency based assessments.
- Furthermore, the person appointed to this position will be subjected to a security clearance, the signing of a performance agreement and an employment contract.
- All shortlisted candidates will be expected to avail themselves for an interview at the Department's convenience.
- The Department reserves the right not to make an appointment.
- No e-mailed, faxed or late applications will be considered.
- If you have not been contacted within three 3 months after the closing date of the advertisement, please accept that your application was unsuccessful.