

WE ARE
HIRING...



office of the premier
MPUMALANGA PROVINCE
REPUBLIC OF SOUTH AFRICA



OFFICE OF THE PREMIER

THE POST IS BASED IN MBOMBELA

IT MUST BE NOTED THAT THIS IS A RE-ADVERTISEMENT-PREVIOUS RESPONDENTS ARE THEREFORE WELCOME TO RE-APPLY

The Office of the Premier is looking for dynamic, innovative, experienced and suitable candidate to fill the post of Head of Department: Culture, Sport and Recreation.

The Office of the Premier is an equal opportunity employer. It is our intention to promote representativity in respect of race, youth, gender and disability through the filling of these positions and that the candidature of persons, whose transfer/promotion/appointment will promote representativeness, will receive preference.

Applications should be submitted in a duly completed recent Z83 form issued by the Minister for the Public Service and Administration, accompanied by detailed Curriculum Vitae. Only shortlisted candidates will be required to submit certified copies of qualifications.

The minimum entry requirement for this post, i.e. Senior Management Services (SMS) posts is a Pre-entry Certificate that is obtainable through a course named Certificate for entry into SMS – and the full details can be sourced by following the link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme>.

The Appointed candidate is subject to security clearance, security vetting, employment reference checks, qualification verification and signing of performance agreement.

The successful candidate will be required to disclose his/her financial interests.

**Post: HEAD OF DEPARTMENT (HOD):
CULTURE, SPORT AND RECREATION**

Salary : R1 813 182.00 per annum (all-inclusive package). In addition, a 10% Allowance is payable as Head of Department – (Level 15)

Ref : (HOD/CSR/2025)
Centre : MBOMBELA

Requirements: An appropriate postgraduate qualification (NQF level 8), as recognized by SAQA. 10 years' experience at a Senior Management level.

Core and Process Competencies include Strategic Capability and Leadership, People Management and Empowerment, Programme Management and Empowerment, Financial Management, Change Management, Knowledge Management, Service Delivery Innovations, Client Orientation and Customer Focus and Communication. In addition, the incumbent will have to be sensitive to the political and strategic objectives of government.

The ideal candidate should have the following qualities: Strong thinking capability. Ability to lead and align teams of senior professionals and analysts. Strong research, Sound networking and interpersonal skills. Sound people management capabilities. Good exposure to knowledge management ethos and practices. Proven record of honesty and integrity as a professional/ manager. Good exposure to project management practices and systems. Sensitivity to the political-administrative interface, and appreciation of the policy support role within a politically led executive decision process.

Key Performance Areas: As an Accounting Officer for the Department of Culture, Sport and Recreation the incumbent will be responsible for the following: ● Ensuring the efficient and effective management of Culture, Sport and Recreation matters ● Ensuring the promotion and preservation of diverse cultural heritage ● Overseeing the facilitation of Sport Development and mass participation ● Overseeing the management of Public libraries and ensure the promotion of arts and crafts ● Implementing and managing the provisions of the Public Finance Management Act (PFMA) and enforce relevant legislation with regard to the Department of Culture, Sport and Recreation ● Ensuring compliance with the provisions of the Public Service Regulations, collective agreements and other statutory obligations by the staff of the Department ● Exercising delegated powers in line with the Public Service Regulations ● Managing the financial, human and physical resources of the Department efficiently and in accordance with government policies.

This is a contract post and the successful candidate will be required to enter into a five-years' employment contract and a performance agreement with the Executive Authority. Short-listed candidates will be subjected to a competency assessment and security Clearance.

Enquiries should be directed to the (A) Deputy Director: Internal HRM & D: Ms. SS Monareng: Tel. (013) 766 2004

Please forward your applications, quoting the relevant reference number to: The (A) Deputy Director-Internal HRM & D: Ms SS Monareng, Private Bag X11291, Mbombela 1200. Physical Address: Office of the Premier, Makhonjwa Building, First floor, Government Boulevard, Riverside Park. Alternatively, e-mail to: Otprecruitment@mpg.gov.za

If no correspondence is received within two months of the closing date, applicants must accept that their applications have been unsuccessful.

Closing date: 12 September 2025

"Mpumalanga, a Province that works for all"