

**PROVINCIAL ADMINISTRATION: NORTHERN CAPE
DEPARTMENT OF ECONOMIC DEVELOPMENT AND TOURISM**

This Department is an equal opportunity, affirmative action Employer. It is our intention to promote representatively (race, gender and disability) in the Department through the filling of these posts. All candidates whose transfer/promotion/appointment will promote representatively will receive preference.

APPLICATIONS: Applications quoting the relevant reference should be forwarded as follows: The Head of the Department, Department of Economic Development and Tourism P/Bag X6108, Kimberley, 8300 or hand delivered to MetLife Towers, (Post Office Building), 13th Floor (Registry Office), Kimberley.

FOR ATTENTION: Ms. M. R. Musa

CLOSING DATE: 20 June 2025

NOTE: All applications must be submitted on a NEW Z83 form, which can be downloaded on internet at www.dpsa.gov.za/dpsa2g/vacancies.asp or obtainable from any Public Service Department should be dully completed and accompanied by a recent comprehensive CV; contactable referees (telephone numbers and email addresses must be indicated). Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. Each application form must be fully completed, duly signed and initialed by the applicant. The application must indicate the correct job title, the office where the position is advertised and the reference number as stated in the advert. Failure by the applicant to fully complete, sign and initial the application form will lead to disqualification of the application during the selection process. Applications on the old Z83 will unfortunately not be considered. Should you be in a possession of foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Dual citizenship holders must provide the Police Clearance certificate from country of origin. Applications that do not comply with the above-mentioned requirements will not be considered. Suitable candidates will be subjected to a personnel suitability check (criminal record, financial checks, qualification verification, citizenship checks, reference checks and employment verification). Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful. The Department reserves the right not to make any appointment(s) to the advertised post(s). Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. The Department does not accept applications via fax or email. Failure to submit all the requested documents will result in the application not being considered during the selection process. All shortlisted candidates for Senior Management Service (SMS) posts will be subjected to a technical competency exercise that intends to test relevant technical elements of the job, the logistics of which be communicated by the Department. Following the interview and technical exercise, the selection committee will recommend candidates to attend generic managerial competencies using the mandated Department of Public Service and Administration (DPSA) SMS competency assessment tools. Applicants could be required to provide consent for access to their social media accounts. One of the minimum entry requirements to the Senior Management Service is the Nyukela Public Service SMS Pre-entry Programme (certificate) which is an online course, endorsed by the National School of Government (NSG). For more details on the pre-entry course visit: <https://www.thensg.gov.za/trainingcourse/sms-pre-entry-programme>. The successful candidate will be required to complete such prior to appointment. All successful candidate will be expected to enter into an employment contract and a performance agreement within 3 months of appointment, as well as be required to undergo a security clearance three (3) months after appointments. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. All applications, including those submitted via registered mail must reach the department before 16h00 on the day of the closing date. Incomplete applications, applications on incorrect forms, applications sent or delivered to the wrong address or applications received after closing date will be disqualified.

POST: CHIEF EXECUTIVE OFFICER NORTHERN CAPE LIQUOR AND GAMBLING BOARD

REF NO: NCDEDAT/2025/03

SALARY: Salary Level 14. R 1 436 022.00 per annum (Total Package).

This is a five-year contractual position subject to the successful candidate signing a performance Agreement. A 3-month probation period applies.

CENTRE: Kimberley Office

REQUIREMENTS: Applicants must be in possession of a NQF 7 Qualification in Commerce, Law or Public Administration. A minimum of 5 years in a multi-faceted executive management position with sound knowledge of public finance and financial laws and corporate governance practices. Valid Driver's License.

DUTIES: To manage and oversee all the operations of the NCL&G Board. To ensure compliance with current legislation and policy, good corporate governance and best practices in respect of financial and procurement systems. Effectively manage human resources of the Northern Cape Liquor and Gambling Board according to authorized human resources policies and procedures that fully conforms to current legislation and regulations, including recruitment and performance management. Ensure business continuity and continual and effective functioning of the Board, which includes the rendering of secretarial as well as administrative duties to the Board. Liaison with the Member of Executive Council as directed by the Board. Provide professional management and leadership. Strategically develop, promote and facilitate Liquor and Gambling standards and procedures in accordance to relevant legislation in the Northern Cape Province. Oversee the budget and all NCL&G Board finances according to the PMFA. Oversee Corporate Services

related matters within the NCL&G Board. Oversee and manage risk and legal matters and compliance within the NCL&G Board.

Competencies and Skills: Strategic planning skills, stake-holders partnership, leadership and people management skills, organisational transformation skills, financial management skills, communication and presentation skills, effective networking skills, motivational skills, negotiation skills, Writing skills. Ability to perform consistently under pressure, knowledge of the PMFA act and legislation regulating Liquor and Gambling industries e.g. liquor licenses, horse-racing/ betting industries etc.

ENQUIRIES: Mr ATM Mabija (053) 839 4002