

VACANCY

SENIOR MANAGER: COMMUNICATIONS

(1 year Fixed Term employment contract)

Location: **Head Office, Pretoria**

Reference: **PPSA 02/05/2021**

All-inclusive package: **R1, 057 326.00 per annum**

Requirements:

A relevant undergraduate qualification at NQF level 7 in Communications/Marketing/Journalism/Public Relations as recognised by the South African Qualifications Authority (SAQA) • Minimum of 8 years relevant experience, of which 5 years should have been at middle management • Knowledge of Communication Strategies, Public Finance Management Act (PFMA), Treasury Regulations • A post graduate degree will be an added advantage • Valid driver's license.

Skills:

Excellent business communication skills, Networking skills, Report writing skills, Strategic planning, Policy formulation, Excellent Computer literacy, Good Analytical and Interpersonal Skills, Conceptualising and coordination skills, Planning and organizing skills, Excellent presentation and facilitation skills, Excellent negotiation and persuasion skills, Excellent time management skills, Excellent interpersonal skills-Ability to relate at all levels within the organization, Excellent analytical, interpretive and logical thinking, planning and decision making abilities.

Competencies:

Well-developed writing skills • Knowledge of public sector framework and leadership, programme and project management, financial management, change management and transformation, knowledge management, service delivery innovation, problem solving skills, excellent knowledge of interpreting concepts into operational activities • Exposure in media environment. Integrity and ethical conduct.

Key responsibilities and duties:

• Develop, implement, monitor and review PPSA communication strategy and policy • Advise the Executive on Communications matters • Manage media liaison and relations for PPSA • Manage all corporate communication activities that include both external and internal communication, special programmes, marketing and corporate identity management responsibilities • Research and draft speeches for the Executive • Develop and implement a Profiling and Branding strategy for the PPSA to promote reputation and brand image • Develop and manage relevant publications/media products • Events management: e.g. hosting of guests, media briefings, conferences, etc advocacy and public awareness, etc • Management of the operational requirements of the unit.

Enquiries: Mr T Khunou, tel 012 366 7031

Note: All appointments will be done in terms of the Public Protector Act. The successful candidate will be expected to sign the secrecy declaration form and performance agreement within 2 months of accepting the position.

A successful candidate will have to undergo security clearance, vetting and practical assessments may be conducted.

The office reserves the right not to fill the vacancies. Correspondences will be limited to the short-listed candidates. Should you not be contacted in 2 months, please consider your application to be unsuccessful.

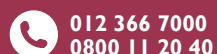
Applications must be accompanied by a covering letter with a detailed CV with 3 references and certified copies of qualifications, driver's license and ID document.

The Public Protector South Africa is an equal opportunity, affirmative action employer and is committed to the achievement and maintenance of representatively (race, gender and disability). Preference will be given to the candidates whose appointment or promotion meets the requirements for Employment Equity representivity on the Office

Late applications will not be considered.

Please direct your application, stating the relevant reference number as follows: For the attention of **Mr T Khunou** by email to **Applications@pprotect.org**

CLOSING DATE: 14 MAY 2021, 16:30



Accountability • Integrity • Responsiveness