

PROVINCIAL MANAGER

Description

LEVEL 11: SALARY PACKAGE: R849 702 PER ANNUM. (ALL-INCLUSIVE PACKAGE)
REF:PM/NC10/2024

Minimum Requirements: B Degree and Post Graduate qualification in Management or equivalent qualification in Public Administration or Social science with more than 5 years' work experience. Must be a South African Citizen.

Skills required: Excellent Project management experience and leadership skills. Excellent verbal and written communication skills. Sound knowledge of and experience in the field of Gender and working with civil society. Ability to implement CGE's public awareness campaign. Ability to monitor non-compliance with promotion of Gender Equality. Knowledge of one of the indigenous languages spoken in the province will be an added advantage. Be prepared to travel and work under pressure to meet deadlines. Computer literacy and valid driver's license. Ability to work independently, plan and prioritise.

Key Performance Area

- Effectively manage the provincial office and all the CGE resources in the province.
- Supervise and lead staff to achieve the objectives of work plan in consultation with the HOD's and other stakeholders.
- Strategic stakeholder relations and management
- Implement the CGE programme as they relate to public education, policy research, and legal complaints.
- Prepare budgets for provincial programmes.
- Provide regular feedback on the provincial operations.

Applications

It is mandatory that an applicant submit the following:

- Motivational letter and Comprehensive CV.
- Certified copies of ID and Qualifications.
- Telephone details and e-mail addresses of three contactable referees.

The above-mentioned documents must be sent via email to: recruitment@cge.org.za.

Correspondence will be limited to the short-listed candidates only. Applicants with a foreign qualification must submit a SAQA evaluation report of their qualification. The CGE reserves the right not to fill this advertised position. The CGE is an equal opportunity, affirmative action employer committed to the achievement and maintenance of fair representation (race, gender, and disability). Whites, Coloureds, Indians and persons with disabilities are encouraged to apply. Shortlisted candidates will be subjected to background checks and psychometric assessment.

For enquiries (Not Applications), contact Ms. Mesele Matlala – HR Manager at Tel: 011 403 7182.

Hiring organization

Commission for Gender Equality

Job Location

CENTRE: NORTHERN CAPE
OFFICE-KIMBERLY

Date posted

November 8, 2024

Valid through

22.11.2024

Closing date: 22 November 2024

No late applications will be accepted.