



GERT SIBANDE TVET COLLEGE COUNCIL INVITES SUITABLY QUALIFIED CANDIDATES TO APPLY FOR THE FOLLOWING VACANT POSTS

DIRECTOR: CENTRE FOR ENTREPRENEURSHIP (CONTRACT)

Salary: R 697 011.00 p.a. Inclusive Package
•(Ref no. GSC 11/2019), **Centre for Entrepreneurship**
Re-advertisement (Ref no. GSC 76/2018)

Minimum requirements: •An appropriate recognised Bachelor's degree, preferably a Level 8 post-graduate qualification in a management-related field •Minimum of 5-10 years' work experience in enterprise development, of which at least 3 years in a senior management position •Knowledge and experience in entrepreneurship highly commendable •Expertise in business management •A valid driver's licence.

Competencies: •Proven experience in assessing viability and sustainability of small enterprises •Experience in assessing viability and sustainability of small enterprises •In depth understanding of SMME and incubation industry •Advanced computer literacy – MS Office and MS Projects •Experience starting, owning, operating and/or managing a small business. Knowledge of business incubation programmes •Marketing/salesmanship •Research methods •Applicable legal laws, rules, ordinances, statues, and regulations •Public relations principles •Budget administration practices •Grant contract administration practices •Commercial/industrial development •Business development finance •Experience desired in any aspect of small business, or personally owning or operating a commercial venture •Good report writing •Presentation skills •Communication skills •Problem solving skills •Analytical thinking •Interpersonal skills •Corporate governance competency •Mentorship skills •Facilitation skills •General financial ability •Management and leadership skills •Networking skills •Stakeholder management skills •General technical knowledge •Research skills •SMME development skills •Training and capacity building skills •Management and leadership skills •Economic theory and practices •Policy formulation skills •Results-oriented •Time management •Records management

Duties: •Manage an incubator that will include an innovation and technical centres •Encourage an environment of innovative thinking and commercialisation of innovative ideas •Coordinate and monitor initiatives for the incubation service offering •Plan, coordinate, organise, and spearhead efforts to recruit and locate office, technology, and industrial users; ensuring appropriate equipment and materials are available for the successful operations related to these efforts •Recruiting youth and entrepreneurs into the programmes and other related duties.

Enquiries: Mr JA Pretorius

Tel. 017 712 9040 (during office hours)

Note: •Applications must be accompanied by a fully completed and officially signed **Z83** form, a comprehensive CV and originally certified copies of all qualification, academic records, ID document and valid driver's licence not older than 3 months, together with at least three contactable work-related references •Application **Z83** form is available on our website, www.gscollege.co.za or DPSA website •Failure to submit the requested documents will result in your application not being considered •No faxed or emailed applications will be accepted •Applicants should submit separate applications where more than one post is applied for •Selected candidates will be subjected to vetting process and personnel suitability check in terms of minimum information security standard •The College reserves the right to verify any information received in applications •Late and incomplete applications will not be considered •Submission of fraudulent documentation and canvassing of Council members or College staff will immediately disqualify the candidate •Communication will be entered into with successful candidates only •Should you not receive any response from us within 60 days after the closing date, please consider your application as unsuccessful •Post reference number should be indicated on the application •The College reserves the right to withdraw any position at any time.

Closing date: 08 February 2019 at 14:00

Applications must be forwarded to: The Principal/CEO, Gert Sibande TVET College, P.O. Box 3475, Standerton 2430 or for attention Acting Manager HR: Mr JM Manana, Human Resources or may be placed in the application container located at the reception: Gert Sibande TVET College, 18a Dr Beyers Naude Street, Standerton.

GERT SIBANDE COLLEGE IS COMMITTED TO ESTABLISHING A DIVERSE WORKFORCE; THEREFORE, PREFERENCE WILL BE GIVEN TO SUITABLE CANDIDATES FROM THE DESIGNATED GROUPS, ESPECIALLY WITH REGARD TO RACE, GENDER AND DISABILITY.