



# FRANCES BAARD

DISTRICT MUNICIPALITY / DISTRIKSMUNISIPALITEIT  
MASEPALA WA SEDIKA / U MASEPALA WE SITHILI

Frances Baard District Municipality is a dynamic equal opportunity employer where goals are achieved through teamwork and the pursuit of quality in service rendering. The municipality has the following vacancy:

**DEPARTMENT: PLANNING AND DEVELOPMENT**  
**VACANCY: SENIOR TOURISM OFFICER**

Ref. no: 19/23

## PERMANENT POSITION TASK 12

**Basic salary: R360 156.00 – R467 496.00 (plus benefits: Pension, Medical aid scheme, Group life insurance, Housing subsidy, 13th cheque)**

**Requirements:** The applicant must be in possession of an appropriate National Diploma or B Degree in Tourism Management/marketing. Good verbal and written communication skills. The successful candidate must be able to operate at a strategic level in coordinating the operations of the tourism office and must be willing to work outside normal working hours. Three to four years relevant experience on a supervisory capacity. A valid code 8 Drivers' license.

**Key Performance Areas:** Responsible for managing, developing and promoting tourism within the Frances Baard district municipal area. Implementing and managing tourism policies and strategies in the Frances Baard District Municipality. Developing and facilitating SMME (product owners) support strategies. Managing flagship information centre (operational staff). Identifying new tourism opportunities as per FBFM tourism strategy and developing marketing plans to attract tourists to the district. Performing tourism and related training/capacity building. Identifying key deliverables and immediate goals detailed in the sector plans and council's Integration Development Plan in respect of promoting the tourism potential of the district. Mapping out and recommending initiatives and interventions necessary for the delivery of a professional and quality service with due consideration given to the needs of the target public and priorities requiring attention. Ensuring that laid down administrative procedures and reporting requirements are complied with and accurate information disseminated to support specific decisions/actions. Ensure that tourism projects and events are professionally coordinated to enable positive contributions to, and accomplishment of desired outcomes, objectives and goals.

**Appointments will be made according to the municipality's employment equity policy and affirmative action practices. The completion of application forms is mandatory and must be accompanied by detailed and comprehensive curriculum vitae and is to be accompanied by certified copies of ID and qualifications not older than 3 months.**

**Applications should be forwarded to the following postal address: THE MUNICIPAL MANAGER, FRANCES BAARD DISTRICT MUNICIPALITY, PRIVATE BAG X6088, KIMBERLEY 8300 or hand delivered to: 51 DRAKENSBERG AVENUE, CARTERS GLEN, KIMBERLEY.**

**Application forms are available from the municipal office and/or may be downloaded from the municipal website; [www.francesbaard.gov.za](http://www.francesbaard.gov.za). Enquiries can be directed to: Mrs. Pulane Matsitse/Mrs. Lesedi Job Tel: 053-838 0912/911.**

**Note: Designated groups, including people living with disabilities, are particularly encouraged to apply.**

**FAXED OR EMAILED APPLICATIONS WILL NOT BE CONSIDERED**

**Successful candidates will be subjected to a compulsory reference and validation checks. Should you not receive any response from us within 30 days of the closing date, please consider your application as unsuccessful. The District Municipality reserves the right to make no appointments.**

**Closing Date: 11 October 2023**

**MUNICIPAL MANAGER, MS ZM BOGATSU**