
DATE ADVERTISED: 16 JULY 2024



VACANCY

MANAGER: CORPORATE COMMUNICATIONS

EAST LONDON PERMANENT CONTRACT: GRADE 16 - R854 800 to R1 237 800

(Total Cost to Company)

KEY DUTIES AND RESPONSIBILITIES

The role is responsible for content management, internal and external communications. The functions relating to content management entail the collation of communication related collateral and quality assuring of information and content for corporate reports, speeches, ECDC website, articles, newsletters, magazines and other the external communication and marketing material. The role involves managing the digital communications platforms which entail development and management of social media platforms and continuous content updates of the website. The incumbent will also be responsible for media relations management and monitoring as well as brand management and publications management, development of content for the website and external communication and marketing material. Internal communications functions entail the design, development, and maintenance of an intranet, issuing of internal communications notices and coordination of organisational wide internal stakeholder engagements.

MINIMUM REQUIREMENTS

- Bachelor's degree or relevant NQF level seven (7) qualification in communications, journalism, marketing, media studies, or public relations.
- A minimum of seven (7) years working experience in communications, public relations, or marketing or related role of which three (3) years must be at middle management, supervisory or senior consultancy level.

This is a permanent contract position, and the successful candidate will be subjected to signing of a performance contract and verification of qualification. If you have not been contacted within eight (8) weeks after the closing date of the advertisement, please regard your application as unsuccessful.

In making these appointments, the ECDC reserves the right to apply the principles enshrined in the Employment Equity Act, its policies, and plans.

Please send your detailed CV and certified copies of qualifications to

The Human Resources Department

Tel: (043) 704 5620

Email: humanresources@ecdc.co.za

Closing date: 26 July 2024
