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CIVIL SERVICE COMMISSION
P.O. Box 158
Interministerial Building
Mbabane
eSwatini

Vacancy

DIRECTOR DISABILITY

Applications are invited from qualified candidates for appointment to the above post in the Civil Service tenable in the Deputy Prime Minister's Office.

QUALIFICATIONS/SKILLS AND ATTRIBUTES

The candidate must have the following qualifications: -

- Must have done and acquired O'Level certificate or equivalent.
- Must have done a Bachelor's Degree in Disability Studies or Special Needs from a recognized and accredited institution is a requirement.
- Master's Degree in Disability Studies or Special Needs from a recognized and accredited institution will be an added advantage.
- At-least 10 years of progressive experience in disability rights and issues, social development, or special needs with a minimum of 3 years at management level.
- Strong knowledge of national disability legislations, policies, as well as continental and international conventions (e.g. UNCRPD)
- Proven experience in policy development, program management, and stakeholder engagement
- Demonstrated leadership, communication, and negotiation skills
- Computer Literacy is critical
- Must be sober minded, empathetic, and of strong ethical character.
- High ability to maintain confidentiality at all times
- Qualifying candidates with disabilities are strongly encouraged to apply.

DUTIES/RESPONSIBILITIES

- Provide overall vision and direction for disability-related programs and services
- Lead the formulation, review, and implementation of disability policies, strategies, and frameworks
- Advise the Principal Secretary and senior Management on disability rights, inclusion, and accessibility as well as on new and emerging issues
- Design and oversee national programs that promote empowerment and inclusion of persons with disabilities
- Ensure disability issues are mainstreamed across Government initiatives and service delivery
- Coordinate with ministries, agencies, and stakeholders to harmonize disability interventions
- Build and maintain partnerships with organizations or persons with disabilities, civil society, and development partners
- Represent the Ministry/Department in national, regional, and international forums on disability matters
- Promote awareness and advocacy campaigns to advance disability rights
- Provide leadership and guidance to the Disability Registrar and other staff in the Department
- Manage Departmental resources, including budget preparation, financial oversight, and staff development
- Ensure compliance with national legislation as well as continental and international conventions (e.g., UNCRPD)
- Establish systems for monitoring and evaluating disability programs and policies

- Prepare and submit periodic reports, briefs, and recommendations to the Principal Secretary
- Use data and evidence to inform decision-making and improve service delivery

- Draft policy papers, briefs, and recommendations for Government decision-making
- Advise on legislative reforms and regulatory frameworks to strengthen disability inclusion
- Ensure alignment of national disability initiatives with global best practices

SALARY

The basic salary is on Grade **F1: E752,102** rising to **E814,100** per annum.

APPLICATION PROCESS

Hand deliver your application letter together with your Curriculum Vitae, Identity card and certified copies of Tertiary Certificates to the Executive Secretary's Office, Office No.4, Civil Service Commission. Foreign qualifications must be verified by the Eswatini Qualifications Authority (Education). Candidates who do not possess the above qualifications should **not** apply as their applications will not be considered.

N.B.

If you do not receive a response in a month's time it would mean that your application was not successful.

CLOSING DATE: 16th April,2026

GOVERNMENT OF ESWATINI

TF 115 (Rev. 2006)



EG 26011363

Reference No: _____



ORIGINAL ORDER FORM

Name of Supplier: **ESWATINI OBSERVER**

Address: _____

Telephone: _____

Please Supply the Following and Consign by _____

_____ Train

Carriage paid/Forward to: _____



Type Of Supply	Quantity	Price	Total
1/4 Page Black and White advert for the vacant position of Director Disability Unit	(2) Two	4 059,68	8 119,36
Total			8 119,36

Head	Responsibility Centre	Reporting Item No	Project Code
06	1203	044	

Order Authorised by/Ordering Officer

Name	<i>Simeleane Makhasa G</i>	Signature	<i>[Signature]</i>
Designation	Relief/Warrant Holder	Date	2026/03/26

DEPUTY PRIME MINISTER'S OFFICE
 PRINCIPAL SECRETARY
30 MAR 2026
 P.O. BOX A33, SWAZI PLAZA H101
 ESWATINI

All invoices should be rendered in duplicate. Quote above order No. and Invoice No. on all documents and packages. Failure to do so may delay payment.