ANNEXURE S

PROVINCIAL ADMINISTRATION: LIMPOPO
OFFICE OF THE PREMIER

APPLICATIONS: Office of the Premier, Private Bag X 9483, POLOKWANE, 0600 or Hand delivered to the Office of the Premier, No 40 Hans Van Rensburg Street, Mowaneng Building, Office No.A013, General Records (Registry), Ground Floor.

FOR ATTENTION: Ms Suzan Mahlase / Mr. Junior Maboya

CLOSING DATE: 17th May 2016

NOTE: Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.gov.za/documents. The completed and signed form Z83 should be accompanied by a recently updated, comprehensive CV as well as certified copies of all qualification(s) and ID-document. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Applicants who do not comply with the above-mentioned requirements, as well as applications received late, faxed and emailed will not be considered. Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to a security clearance. The successful candidate must be willing to sign an oath of secrecy with the Department. All shortlisted candidates for these posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Office of the Premier. The successful candidate will be expected to enter into a performance agreement with the Executive Authority and sign a five (5) year contract of employment upon assumption of duty with the Premier. The candidates will be required to disclose his/her financial interests in accordance with the applicable prescripts. Following the interview and technical exercise, the selection panel will recommend a candidate to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools.

MANAGEMENT ECHELON

POST 17/184: HEAD OF DEPARTMENT: PUBLIC WORKS, ROADS & INFRASTRUCTURE (5) YEARS FIXED TERM CONTRACT) REF NO: OTP/07/16/01

This is a re-advertisement and applicants that have previously applied are encouraged to re-apply.)

SALARY: R1, 267 806 per annum (SMS Grade D, salary level 15). Non-pensionable HoD allowance: 10% of the payable inclusive remuneration package

CENTRE: Polokwane

REQUIREMENTS: An undergraduate qualification NQF level 7 and a post graduate qualification NQF level 8 as recognised by SAQA; At least 8 -10 years’ experience at a senior managerial level(5 years of which must be with an organ of State as defined in the Constitution, Act 108 of 1996). A post graduated qualification in Financial/ Business Management/ Administration/ Assets and Infrastructure Management will be an added advantage; Proven managerial skills; Track record in preparation of management of strategic plans, business plans and budgeting; Ability to interact at both strategic and operational levels. COMPETENCIES: Core and Process Competencies: Strategic Capability and Leadership; People Management and Empowerment, Programme and Project Management; Financial Management; Change Management; Computer Literacy; Knowledge Management, Service Delivery Innovation; Problem Solving and Analysis; Client Orientation and Customer Focus; Communication; Public Service Knowledge; Negotiation skills, Policy formulation and Analytic thinking. Key Competencies and Skills. Demonstrated ability to: Apply strategic
thinking processes to influence the conceptualisation of a vision, align internal processes, systems and goals to the vision; Apply own judgement and take bold decisions in the context of varied levels of risk and ambiguity; Work effectively in ambiguous or changing situations. Apply purposeful and goal-directed thinking processes to evaluate information, assess situations and courses of action and to formulate inferences, calculate possibilities and reach logical conclusions through an unbiased, rational approach; Identify problems, their root causes, interrelations between problems and find solutions to them; Maintain high quality standards in the output and encourage others to meet similar standards; Exchange information and ideas, both verbally and in writing, in a clear and concise manner appropriate for the audience in order to explain, persuade, convince and influence others to achieve the desired outcomes; Understand, interpret and apply relevant legislation, policies, regulations, instructions, standards and guidelines to support the Department to effectively and efficiently deliver on its mandate; Manage allocated resources, both human and capital, effectively, economically and efficiently; Prepare and Manage strategic plans, business plans and budgeting.

**DUTIES:**

The successful candidate will be the Head of Department and Accounting Officer responsible for:- Establish strategic direction of the department to ensure alignment with mandates by:- Providing Departmental Management and Planning; Providing financial management and corporate services in the department; Providing Executive authority and management support. Ensure the provision of strategic guidance and support in the delivery of integrated and comprehensive Infrastructure, EPWP and Immovable property. Ensure the establishment, implementation and maintenance of appropriate systems (Analytical Tools, ICT and models or projections of expenditure/cost behaviour) and policies to ensure effective and efficient management of resources (financial, human, Technological and physical); Manage the provision of infrastructure planning and design services. Provide infrastructure construction management services in line with approved provincial Infrastructure Delivery Management System (IDMS). Manage provincial government immovable property and departmental facilities in line with Government Immovable Asset Management Act (GIAMA). Manage the maintenance of roads infrastructure in the Province. Manage and coordinate the implementation of Expanded Public Works Programme (EPWP) in the Province.

**ENQUIRIES:**

Ms Suzan Mahlase (015) 287 6030 OR Mr Junior Maboya (015) 287 6290

**POST 17/185:** HEAD AND ACCOUNTING OFFICER FOR DEPARTMENT OF EDUCATION (FIVE (5) YEARS FIXED TERM CONTRACT) REF NO: OTP/07/16/02

This is a re-advertisement and applicants that have previously applied are encouraged to re-apply.

**SALARY:**

R1, 656 618 per annum (SMS Grade D, salary level 16). Non-pensionable HoD allowance: 10% of the payable inclusive remuneration package

**CENTRE:** Polokwane

**REQUIREMENTS:**

An undergraduate qualification NQF level 7 and a post graduate qualification NQF level 8 as recognised by SAQA; At least 8 -10 years’ experience at a senior managerial level (5 years of which must be with an organ of State as defined in the Constitution, Act 108 of 1996). A post graduated qualification in Financial/Business Management/ Administration/ Education and Curriculum Development will be an added advantage; Proven managerial skills; Track record in preparation of management of strategic plans, business plans and budgeting; Ability to interact at both strategic and operational levels. COMPEETENCIES: Core and Process Competencies: Strategic Capability and Leadership; People Management and Empowerment, Programme and Project Management; Financial Management; Change Management; Computer Literacy; Knowledge Management, Service Delivery Innovation; Problem Solving and Analysis; Client Orientation and Customer Focus; Communication; Public Service Knowledge; Negotiation skills, Policy formulation and Analytic thinking; Ability to interact at both strategic and operational levels. PERSONAL ATTRIBUTES: Assertiveness; Self-Driven; Team Player; Quick Thinking/ Innovative Thinking; Cultural Understanding; Change Management; Communication/ Conflict Resolution

**DUTIES:**

Establish strategic direction of the department to ensure alignment with mandates by:- Providing Departmental Management and Planning; Providing financial management and corporate services in the department; Providing Executive authority and management support; Provide strategic direction on
the development and implementation of curriculum, institutional management, governance and support, organizational risk management, policies, guidelines and procedure manuals; Ensure the provision of strategic guidance and support in the delivery of integrated and comprehensive curriculum and education development programmes in the province; Ensure the establishment, implementation and maintenance of appropriate systems (Analytical Tools, and models or projections of expenditure/cost behaviour) and policies to ensure effective and efficient management of resources (financial, human and physical); Coordinate the provision of Institutional Management, Governance and Support services; Coordinate Organizational Risk Management services; Promote inter and intra-governmental relations and participate and represent the department in various forums.

ENQUIRIES:
Ms Suzan Mahlase (015) 287 6030 OR Mr Junior Maboya (015) 287 6290

POST 17/186:
HEAD AND ACCOUNTING OFFICER FOR DEPARTMENT OF SOCIAL DEVELOPMENT (FIVE (5) YEARS FIXED TERM CONTRACT) REF NO: OTP/07/16/03

SALARY:
R1, 267 806 per annum (SMS Grade D, salary level 15). Non-pensionable HoD allowance: 10% of the payable inclusive remuneration package

CENTRE:
Polokwane

REQUIREMENTS:
An undergraduate qualification NQF level 7 and a post graduate qualification NQF level 8 as recognised by SAQA; At least 8 -10 years’ experience at a senior managerial level(5 years of which must be with an organ of State as defined in the Constitution, Act 108 of 1996).A post graduated qualification in Financial/ Business Management/ Administration/ Social Science will be an added advantage; Proven managerial skills; Track record in preparation of management of strategic plans, business plans and budgeting; Ability to interact at both strategic and operational levels. Key Competencies and Skills: Demonstrated knowledge in: Strategic leadership; Strategy development and Implementation; Development and implementation of legislative frameworks; Development and implementation of turnaround strategy and change management strategy; Development and implementation of complex business cases and plans; Understanding the principle of Corporate Governance and service delivery innovation; Display and build the highest standard of ethical and moral conduct, honesty and integrity; Sound understanding of the functioning of Public Service Social Development system; Interacting with policy makers and key players in Social Welfare. COMPETENCIES: Strategic Capability and Leadership; People Management and Empowerment, Programme and Project Management; Financial Management; Change Management; Computer Literacy; Knowledge Management, Service Delivery Innovation; Problem Solving and Analysis; Client Orientation and Customer Focus; Communication; Public Service Knowledge; Negotiation, Policy formulation, Analytic thinking and Proven management skills; Ability to interact at both strategic and operational levels.

DUTIES:
Manage the provision of integrated developmental social services to the poor and the vulnerable in partnership with society organisations in rendering the following: Care and support to Older Persons, People with disabilities in residential facilities and accessing protective workshops; Institutional HIV and AIDS services provided; Individuals benefiting from Social relief of distress program; Provide comprehensive child and family care and support services to communities in partnership with stakeholders and civil society organizations in rendering the following: Care and Support to Families; Child Care and Protection; ECD and Partial Care; Provide integrated developmental social crime prevention and anti-substance abuse services to the most vulnerable in partnership with stakeholders and civil society organizations the following: Manage the provision of sustainable development programmes which facilitate employment of communities; Provide strategic direction to ensure efficient, effective and developmental support oriented system; Provide strategic leadership and high-level direction in the effective and efficient management and administration of the Department by giving direction toward the achievement of the Department’s vision, mission, strategy, goals and objectives; Render administrative and technical advisory support to the executing authority; Promote inter and intra-Government relations and represent the Department in various fora.

ENQUIRIES:
Ms Suzan Mahlase (015) 287 6030 OR Mr Junior Maboya (015) 287 6290
HEAD AND ACCOUNTING OFFICER FOR DEPARTMENT OF HEALTH  
(FIVE (5) YEARS FIXED TERM CONTRACT) REF NO: OTP/07/16/04  
(This is a re-advertisement and applicants that have previously applied are encouraged to re-apply.)

SALARY: R1, 656 618 per annum (SMS Grade D, salary level 16). Non-pensionable HoD allowance: 10% of the payable inclusive remuneration package.

CENTRE: Polokwane

REQUIREMENTS: An undergraduate qualification NQF level 7 and a post graduate qualification NQF level 8 as recognised by SAQA; At least 8 -10 years' experience at a senior managerial level(5 years of which must be with an organ of State as defined in the Constitution, Act 108 of 1996). A post graduated qualification in Financial/Business Management/ Administration/ Medical or Health Science will be an added advantage; Proven managerial skills; Track record in preparation of management of strategic plans, business plans and budgeting; Ability to interact at both strategic and operational levels.

Competencies: Core and Process Competencies: Strategic Capability and Leadership; People Management and Empowerment, Programme and Project Management; Financial Management; Change Management; Computer Literacy; Knowledge Management, Service Delivery Innovation. PERSONAL ATTRIBUTES: Assertiveness; Self-driven; Team player; Quick thinking/innovative thinking; Cultural understanding; Conflict resolution;

DUTIES: Establish strategic direction of the department to ensure alignment with mandates by:- Providing Departmental Management and Planning; Providing Corporate Governance in the Department; Providing Executive authority and management support; Ensure the provision of strategic guidance and support in the delivery of integrated and comprehensive health care services in the province; Ensure the establishment, implementation and maintenance of appropriate systems (Analytical Tools, ICT and models or projections of expenditure/cost behaviour) and policies to ensure effective and efficient management of resources (financial, human, Technological and physical) by; Providing financial management and corporate services in the department.

ENQUIRIES: Ms Suzan Mahlase (015) 287 6030 OR Mr Junior Maboya (015) 287 6290