

DEPARTMENT OF PLANNING, MONITORING AND EVALUATION



- APPLICATIONS** : Applications must be sent to: The Department of Planning, Monitoring and Evaluation, attention Ms J Mchunu, by mail to Private Bag X944, Pretoria, 0001 or hand delivered at 330 Grosvenor Street, Hatfield, Pretoria. WEBSITE: www.dpme.gov.za
- CLOSING DATE** : 03 March 2017 @ 12:00 pm
- NOTE** : The relevant reference number must be quoted on all applications. The successful candidate will have to sign an annual performance agreement and will be required to undergo a security clearance. Applications must be submitted on form Z.83 accompanied by certified copies of qualification(s), Identity Document, valid driver's license (where driving/travelling is an inherent requirement of the job), proof of citizenship if not RSA citizen, and a comprehensive CV specifying all experience indicating the respective dates (MM/YY) as well as indicating three reference persons with the following information: name and contact number(s), email address and an indication of the capacity in which the reference is known to the candidate. Applicants will be required to meet vetting requirements as prescribed by Minimum Information Security Standards. All copies must be certified in the past 12 months. Note: Failure to submit the above information will result in the application not being considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Reference checks will be done during the selection process. Note that correspondence will only be conducted with the short-listed candidates. If you have not been contacted within three (3) months of the closing date of the advertisement, please accept that your application was unsuccessful. Shortlisted candidates must be available for interviews at a date and time determined by DPME. Applicants must note that pre-employment checks will be conducted once they are short-listed and the appointment is also subject to positive outcomes on these checks, which include security clearance, security vetting, qualification verification and criminal records. For salary levels 11 to 15, the inclusive remuneration package consists of a basic salary, the state's contribution to the Government Employees Pension Fund and a flexible portion in terms of applicable rules. SMS will be required to undergo a Competency Assessment as prescribed by DPSA. All candidates shortlisted for SMS positions will be required to undergo a technical exercise that intends to test the relevant technical elements of the job. The DPME reserves the right to utilise practical exercises / tests for non-SMS positions during the recruitment process (candidates who are shortlisted will be informed accordingly) to determine the suitability of candidates for the post(s). The DPME also reserves the right to cancel the filling / not to fill a vacancy that was advertised during any stage of the recruitment process.

MANAGEMENT ECHELON

- POST 07/107** : **CHIEF DIRECTOR: DELIVERY SUPPORT REF NO: 005/2017**
- SALARY** : R1 068 564–R1 277 610 per annum, all-inclusive salary package, Level 14
- CENTRE** : Pretoria
- REQUIREMENTS** : A post-graduate tertiary qualification in Management/ Advanced Programme or Project Management plus a minimum of 10 years appropriate experience of which 5 years must be at a senior management level. Must have good understanding of government across the three spheres of government and have extensive experience in managing complex projects. Must have the following skills: Negotiation, facilitation, communication, strong Project and programme Management. High Level Human Resource and Financial Management, good interpersonal relations and ability to build trust amongst the relevant stakeholders at a high level. Good facilitation skills, good conflict management, ability to communicate with diverse audience. Must have Experience in setting up and managing programmes and projects in government, Knowledge of government prescripts, policies and practices and government programmes. The incumbent will be required to travel frequently. A valid driver's licence is required.
- DUTIES** : The incumbent of the post will be responsible for facilitating and ensuring the implementation of Operation Phakisa in government by transforming plans into concrete results through successful delivery. This entails the Management of the Operation Phakisa component; facilitation of Operation Phakisa on the identified

priority areas; convene labs that brings key stakeholders together in for intensive planning at a practical and detailed level for the purposes of setting targets. The design and implementation of a monitoring system for the Phakisa programme; monitoring the progress of action plans; work with partner national departments to agree and scope new Phakisa projects and Manage setting up and running of planning labs. Obtain sign-off on 3 ft plans and monitor and report on progress to Ministers, Cabinet and President; Intervene and address blockages to implementation and escalate to necessary executive level where required. Establishes and maintain collaborative business relationships with relevant stakeholders.

ENQUIRIES

: In connection with the applications kindly contact Ms J Mchunu, Tel no: (012) 312-0462 and in connection with the post, Mr T Masilela at Tel no: (012) 312 0107